



## Link an Upgraded PACER Account to a NextGen CM/ECF Account

**After** the United States Bankruptcy Court for the Eastern District of Missouri goes live with NEXTGEN you will need to link your upgraded PACER account with your existing CM/ECF account. See below for instructions on how you link. Until you link you will not be able to e-file.

The Court will notify you once we are live, so you can then link your account.

- On the PACER website, upgrade your PACER account if you have individual PACER Account and have not upgraded **or** create an individual PACER account if do not have one.

**Step 1** Go to the courts website at [www.moeb.uscourts.gov](http://www.moeb.uscourts.gov) select E-Filing (CM/ECF) link.

<b>Case Locator (PACER) »</b>
<b>E-Filing (CM/ECF) »</b>
<b>US Trustee / Trustee »</b>
<b>Chapter 13 Trustee »</b>
<b>ePOC (e-Proofs of Claim) »</b>
<b>FAQs »</b>

**Step 2** Click on Eastern District of Missouri Filing System link.



*Welcome to the*

**U.S. Bankruptcy Court**  
*for the*  
**Eastern District of Missouri**



**Step 3** This will redirect you to the PACER login screen.

Enter your new/upgraded PACER login and password.

**PACER LOGIN**

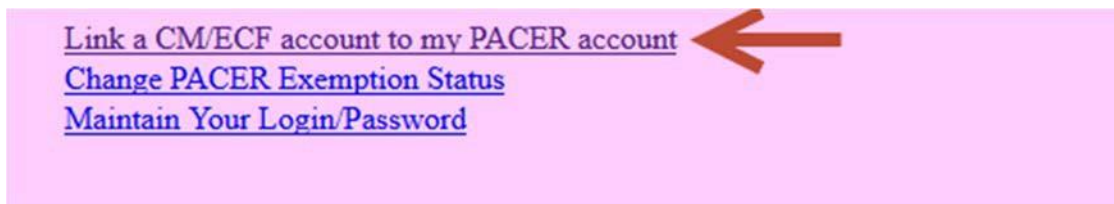
Your browser must be set to accept cookies in order to log in to this site. If your browser is set to accept cookies and you are experiencing problems with the login, delete the stored cookie file in your browser and reopen your browser before trying again.

Login	
Username *	<input type="text"/>
Password *	<input type="password"/>
Client Code	<input type="text"/>

**Step 4** Click **Utilities** on top menu bar



**Step 5** Select **Link a CM/ECF account to my PACER account**



**Step 6** Enter your Current CM/ECF Login and Password and click SUBMIT

**Link a CM/ECF account to my PACER account**

This utility links your PACER account with your e-filer account in this court.

If you use CM/ECF for PACER only, no action is necessary.

If you had a CM/ECF e-filing account in this court before the court converted to NextGen CM/ECF, e to link the accounts (or go back if the names don't match).

CM/ECF login:

CM/ECF password:

[Forgot login/password](#)  
[More about Upgraded PACER account](#)

**Step 7** It will then ask if you would like to link the accounts. If the PACER name is a firm name, you need to get an individual PACER account. All parties who want to file will need their own individual PACER account.

If the PACER and CM/ECF names match, click **SUBMIT**. Upon submission, your current CM/ECF account will be linked to your PACER account.



**Link a CM/ECF account to my PACER account**

Do you want to link these accounts?

CM/ECF Atty Alex  
PACER Alex Attorney

After you submit this screen, your old e-filing credentials for the CM

**Step 8** The final screen will confirm the link between current CM/ECF account and your PACER account.

**Step 9** Once your accounts are linked, if you **CLICK** on any menu item on top bar, all menu items you currently see in CM/ECF will become available such as Bankruptcy, Adversary etc.

**NOTE:** You will receive an email notification after the linking has been complete. See sample below:

This email is notification that the change you requested to your NextGen CM/ECF account has been processed. The status is listed below.

```
Account Number: 111111
Court: MISSOURI EASTERN BANKRUPTCY COURT
Date/Time Submitted: 11/01/2015 10:40:36 CST Transaction
ID: 10005
Request: Link
Transaction Status: Processed
Comment: Your PACER account has been linked to your CM/ECF account.
```

**NOTE:** Each time you login to CM/ECF, the redaction notice will display, place checkmark in box and click Continue.

