Link your Upgraded PACER Account to your MN Bankruptcy CM/ECF Account

Until you Link, you will not be able to e-file

On or After March 22, <u>ALL E-Filers must link</u> their upgraded PACER account with their existing Minnesota Bankruptcy Court CM/ECF account. Linking only needs to be done once. There are no exceptions, even if the user is already e-filing in a different NextGen court, that user must still link their Minnesota Bankruptcy ECF account to their PACER account.

- 1. Go to the Court's website at <u>www.mnb.uscourts.gov</u>
- 2. On the left side of the screen, click on E-Filing (CM/ECF)



3. Click on the District of Minnesota – Document Filing System link



Welcome to the US Bankruptcy Court for the District of Minnesota

District of Minnesota - Document Filing System

You will be re-directed to the PACER login screen
Enter your upgraded PACER username and password
Click: Login



accept cookies to log in to this site. If your browser is set to accept cookies and ed cookie file in your PC. Close and reopen your browser before trying again.

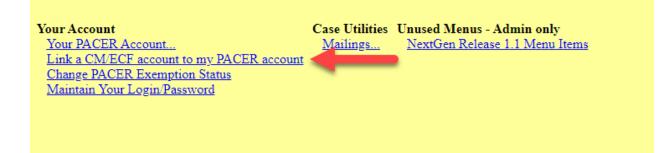
Username *	
Password *	
Client Code	
Client Code	
	Login Clear
Forgot pa	ssword? Forgot username? Need an account?

5. You are now in CM/ECF

On the top menu bar, click on **Utilities** Note: The Bankruptcy and Adversary hyperlinks will be missing



6. Click on Link a CM/ECF account to my PACER account



7. Enter your current CM/ECF (e-filing) login and password and click Submit

	Link a CM/ECF account to my PACER account
Enter your CM/ECF username and	This utility links your PACER account with your e-filer account is 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 cou confirm that you want to link your PACER account to your old C. CM/ECF login:
password	CM/ECF password:
NOT your PACER username and password	Submit Clear Forgot login/password Reset Password More about Upgraded PACER account

8. Check to make sure the account names match, then click **Submit** NOTE: Upon submission, your current CM/ECF account will be linked to your PACER account

	Link a CM/ECF account to my PACER account
These 2 names should match.	Do you want to link these accounts?
If they do not, you should not click Submit.	CM/ECF John Q Public PACER John Public
	After you submit this screen, your old e-filing credentials for the C court.
	Submit Clear

9. Make sure you receive a confirmation message:

Link a CM/ECF account to my PACER account

Your PACER account has been linked to your CM/ECF account

10. To begin e-filing, refresh or reload the screen

To see all e-filing menus, <mark>click on **Query, Reports or Utilities** -or-</mark>

Control + R on your keyboard

Note: if the Bankruptcy and Adversary links do not appear, you have not linked your accounts properly

11. Your CM/ECF login and password are now useless You will e-file using your PACER credentials

NOTE: You will receive an email notification after the linking has been completed. 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: MINNESOTA BANKRUPTCY COURT Date/Time Submitted: 11/01/2020 10:40:36 CST Transaction ID: 10005 Request: Link Transaction Status: Processed Comment: Your PACER account has been linked to your CM/ECF account