

OBTAINING A FREE CJA PACER ACCOUNT

To obtain a free PACER account for use on your CJA cases (a quarterly report is prepared for every court indicating use of these free accounts), follow this procedure:

1. Go to the PACER online registration page at: <https://pacer.psc.uscourts.gov>
2. For "Firm Name," put in "CJA" and then your name;
3. For "Contact Person," put in "CJA" and then your name;
4. Fill out everything else as you usually would, except do **not** put in any credit card information;
5. PACER recommends that you fill in the password security information so that if you forget or lose the password specific to this free CJA PACER account, PACER can send it to you by e-mail. Otherwise the replacement information must be sent by regular mail.

If you still have questions, contact:

PACER Service Center
P.O. Box 780549
San Antonio, TX 78278
(800) 676-6856
(210) 301-6440
pacer@psc.uscourts.gov

PACER Service Center hours are:
8:00 a.m. through 5:00 p.m., Monday through Friday CST