United States District Court
District of North Dakota

ECF REGISTRATION FORM

Background: This form is used to register for an account on the Electronic Case Files (ECF) System. Registered users will have privileges to electronically submit documents and to view the electronic docket sheets and documents.	**Instructions**: This form cannot be submitted electronically. Complete the form on-line, print, sign, and return it to the Clerk's Office at the address below. A user login name and password for access to the ECF System will be issued to you upon receipt of the fully completed form. Except where noted, all information is required, including your original signature.

Name: *(First, Middle Initial, Last)*	**Firm Name:**
Telephone:	**Firm Address:**
E-mail address:	
Place of Birth:	*(For security and confirmation purposes)*

By submitting this account registration form, the undersigned agrees to the following:

1. I agree that the combination of the user login name and the password will serve as my signature for purposes of the Federal Rules of Civil and Criminal Procedure. I further agree to protect the security of my password and to immediately notify the Clerk's Office as soon as I learn that my password may have been compromised.

2. In accordance with the provisions of Fed.R.Civ.P.5(b)(2)(D), Fed.R.Civ.P. 77(d) and Fed.R.Crim.P. 49 (b), and (c), I agree that service may be given to me by electronic means.

3. I agree that all pleadings and documents transmitted to the ECF system shall be titled in accordance with the approved civil and criminal event menus of the ECF system.

4. ☐ I am a member in good standing of the Federal Bar for the District of North Dakota.
   ☐ I have submitted a petition to appear PHV or a petition for admission to the Federal Bar.
   ☐ I represent the United States, an agency thereof, or I am employed by the Federal Public Defender.

5. I agree that I have a continuing obligation to update my contact information (including current e-mail address) in the ECF System.

Signature:	**Date:**

Return this form to:

Clerk, US District Court
Attn. ECF Registration
P.O. Box 1193
Bismarck, ND 58502-1193

OR

Clerk, US District Court
Attn. ECF Registration
655 1st Ave. N., Suite 130
Fargo, ND 58102-4932

COURT USE ONLY:

Login assigned	
Password assigned	
Issuer	
Date login sent to user	

You will be notified of your user login and password by electronic mail.