Accessing CM/ECF

Access to the CM/ECF system is gained through using Internet Explorer or Netscape Navigator WEB browsers.

STEP 1 Open Internet Explorer or Netscape Navigator and enter the URL (address) of the court's homepage in the browser's **Location** field. **(See Figure 1)**

www.flmb.uscourts.gov

Figure 1

STEP 2 Click on the **CM/ECF** link at the bottom left side of the homepage. **(See Figure 2)**

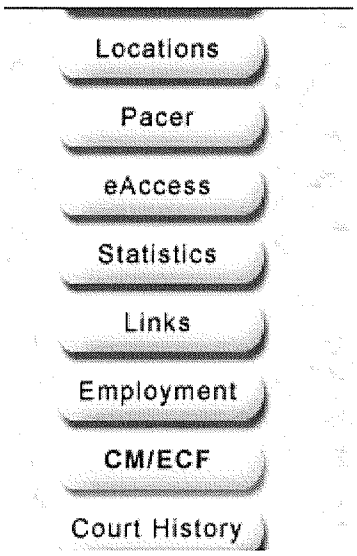

Figure 2

STEP 3 The CM/ECF Information page displays. **(See Figure 3)**

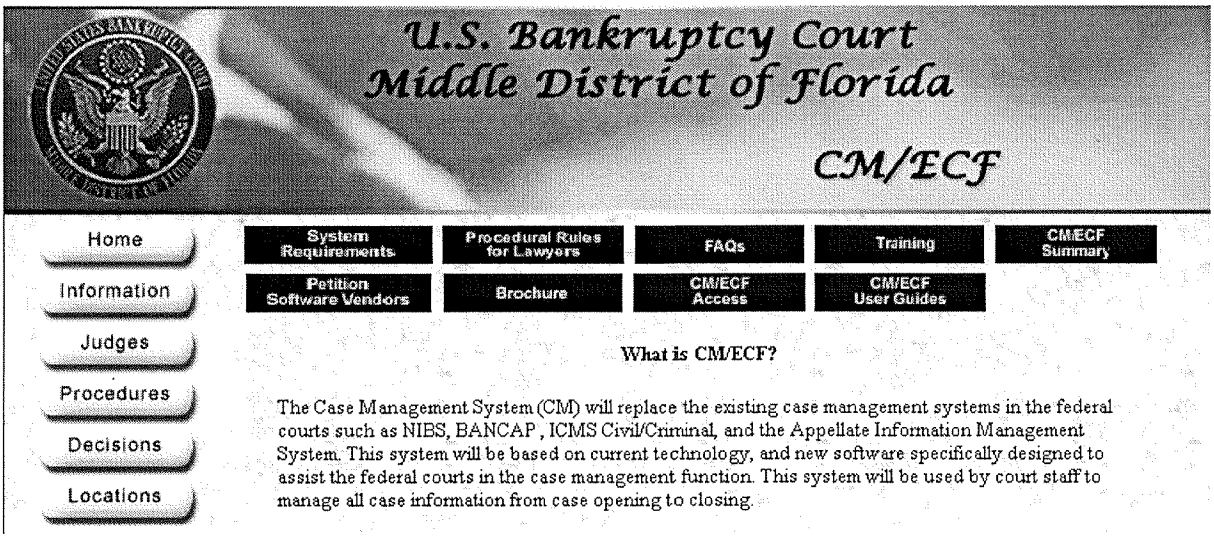

Figure 3

- Click on the blue button labeled **CM/ECF Access** at the top of the page.

Step 4 The CM/ECF Access page displays. **(see Figure 4)**

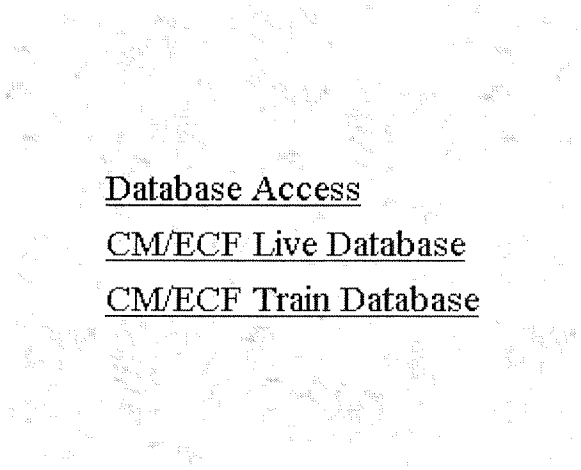

Figure 4

- Click on the **CM/ECF Live Database** hyperlink.

STEP 5 The ECF Main screen displays. **(See Figure 5)**

Welcome to the U.S. Bankruptcy Court for the Middle District of Florida

Middle District of Florida - Document Filing System

This System is rebooted daily at 6:00am
and is occasionally down for Maintenance.

Figure 5

- Click on the hypertext link: **Middle District of Florida - Document Filing System.**

STEP 6 The **ECF/Pacer Login** screen displays. **(See Figure 6)**

ECF/PACER Login

Notice

This is a **Restricted Web Site** for Official Court Business only. Unauthorized entry is prohibited and subject to prosecution under Title 18 of the U.S. Code. All activities and access attempts are logged.

Instructions

Enter your ECF login and password for electronic filing capabilities. If you do not need filing capabilities, enter your PACER login and password. If you do not have a PACER login, contact the PACER Service Center to establish an account. You may register online at http://pacer.psc.uscourts.gov or call the PACER Service Center at (800) 676-6856 or (210) 301-6440.

An access fee of $.07 per page, as approved by the Judicial Conference of the United States at its September 1998 session, will be assessed for access to this service. All inquiries will be charged to your PACER login that is kept on file. If you do not need filing capabilities, enter your PACER login and password. The Client code is provided to the PACER user as a means of tracking transactions by client. This code can be up to thirty two alphanumeric characters long.

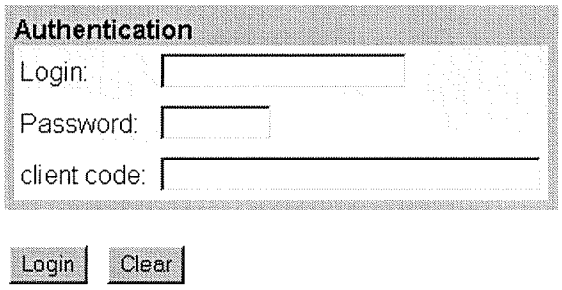

Figure 6

- Enter your **CM/ECF Login** and **Password**. Your login and password are case sensitive. For Example, a login of thomask should not be ThomasK or THOMASK.
- Click **[Login]** to continue.

  NOTE: The **preferred method** to exit CM/ECF is to click the **Logout** hypertext link on the CM/ECF Main Menu Bar.