

## NYWD NextGen Instructions: How to Login to PACER / NextGen – Public Users

NextGen CM/ECF allows users to use a single login for both PACER case research and electronic filing.

Users must upgrade the individual PACER account and link it to an existing CM/ECF e-filing account.

Each NextGen CM/ECF filer MUST have an individual PACER account; NextGen will not use firm-wide or shared PACER accounts. The account remains with the filer, even if the filer changes firms.

1. Go to PACER: [www.pacer.gov](http://www.pacer.gov)
2. Click File a Case
3. Click Court CM/ECF Look Up



4. Locate New York Western District Court, click the link to NextGen

<a href="#">New York Western District Court</a>	District	02	<a href="#">NextGen</a>
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5. Click US District Court, Western District of New York – Document Filing System



Welcome to the U.S. DISTRICT COURT for the U.S. District Court, Western District of New York

[U.S. District Court, Western District of New York - Document Filing System](#)

6. The PACER login screen will display.  
The login for NextGen CM/ECF and PACER are the same login as long as you have upgraded your PACER account and linked your PACER account with your CM/ECF account.

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7. Enter Username, Password, and Client Code (if necessary).
8. Click Login

### New York Western District Court Login

**\* Required Information**

**Username \***

**Password \***

**Client Code**

[Forgot password?](#) | [Forgot username?](#) | [Need an account?](#)

This is a restricted government website for official PACER use only. All activities of PACER subscribers or users of this system for any purpose, and all access attempts, may be recorded and monitored by persons authorized by the federal judiciary for improper use, protection of system security, performance of maintenance and for appropriate management by the judiciary of its systems. By subscribing to PACER, users expressly consent to system monitoring and to official access to data reviewed and created by them on the system. If evidence of unlawful activity is discovered, including unauthorized access attempts, it may be reported to law enforcement officials.

9. Click to place a checkmark in the Redaction Agreement box, click Continue.

### Redaction Agreement

**IMPORTANT NOTICE OF REDACTION RESPONSIBILITY:**

All filers must redact: Social Security or taxpayer-identification numbers; dates of birth; names of minor children; financial account numbers; and in criminal cases, home addresses in compliance with [Fed. R. App. P. 25\(a\)\(5\)](#), [Fed. R. Civ. P. 5.2](#), [Fed. R. Crim. P. 49.1](#), or [Fed. R. Bankr. P. 9037](#). This requirement applies to all documents, including attachments.

I understand that, if I file, I must comply with the redaction rules. I have read this notice.

10. Click Civil or Criminal to continue docketing.

**CM ECF** **Civil** **Criminal** **Query** **Reports** **Utilities** **Search** **Help** **Log Out**

- Open Case ▶
- Initial Pleadings and Service ▶
- Motions and Related Filings ▶
- Other Filings ▶