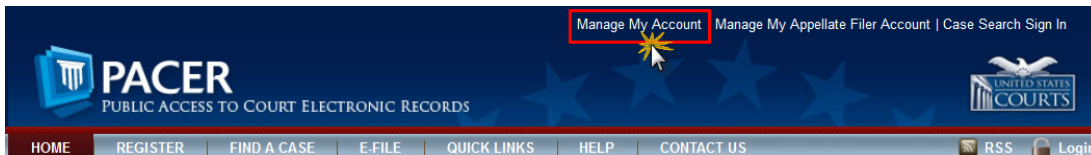


Petition for Admission to Practice

The U.S. Bankruptcy Court for the Eastern District of Texas is a NextGen CM/ECF court.

In order to request permission to electronically file, you must have an upgraded individual PACER account. If you do not have an upgraded individual PACER Account, please create one at <https://www.pacer.gov>. Once you have a PACER Account, follow the steps below to request filing access.

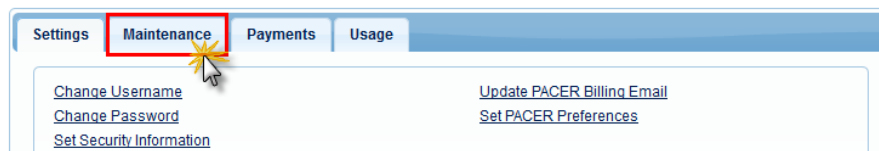
1. Navigate to www.pacer.gov
2. Click **Manage My Account** at the very top of the page



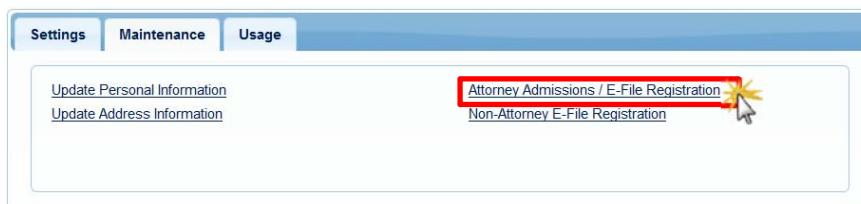
3. **Login** with your upgraded individual PACER account username and password

The screenshot shows the PACER login form. It has a blue header with the word 'Login'. Below the header, there is a red asterisk followed by the text '* Required Information'. There are two input fields: 'Username *' and 'Password *'. Below the input fields are three buttons: 'Login', 'Clear', and 'Cancel'. Below the buttons are three links: 'Need an Account?', 'Forgot Your Password?', and 'Forgot Username?'. At the bottom of the form is a notice: 'NOTICE: This is a restricted government website for official PACER use only. Unauthorized entry is prohibited and subject to prosecution under Title 18 of the U.S. Code. All activities and access attempts are logged.'

4. Click on the **Maintenance** tab



5. Select **Attorney Admission/E-File Registration**



6. Select **U.S. Bankruptcy Courts** as the Court Type and **Texas Eastern Bankruptcy Court** as the Court. Click **Next**.

IN WHAT COURT DO YOU WANT TO PRACTICE?

* Required Information

Court Type *

U.S. Bankruptcy Courts

Court *

Texas Eastern Bankruptcy Court

Note: Centralized attorney admissions and e-file registration are currently not available for all courts. If you do not see a court listed, please visit that court's website. For a listing of all court websites visit the [Court Links Page](#).

Next

Reset

Cancel

7. Select **E-File Registration Only**

Read the two sections, and click the links for more information.

WHAT WOULD YOU LIKE TO APPLY/REGISTER FOR?

E-File Registration Only

[Before continuing, view the local Policies and Procedures on Electronic Filing for the selected court](#)

Pursuant to Eastern District of Texas LBR 5005-1, documents may be filed, signed or verified by electronic means that are consistent with technical standards established by the Judicial Conference of the United States and are in compliance with the Administrative Procedures for the Filing, Signing, and Verifying of Documents by Electronic Means as set forth in TXEB Appendix 5005. Registration for ECF constitutes consent to receive and notice electronically via ECF.

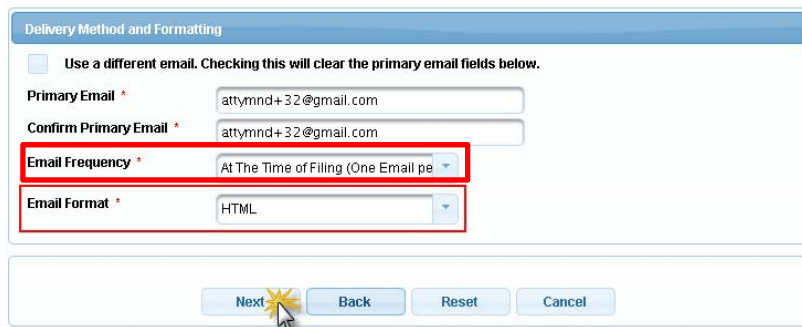
[Before continuing, view the local Policies and Procedures for Attorney Admission for the selected court](#)

An attorney admitted in the U.S. District Court for the Eastern District of Texas and in good standing to practice in said court, or admitted pro hac vice, is qualified to practice in the U.S. Bankruptcy Court for the Eastern District of Texas. By accepting filing permissions in the Eastern District of Texas Bankruptcy Court, I agree to abide by all the rules and regulations pertaining to the filing, signing and verifying of documents by electronic means as expressed in the Local Rules of Bankruptcy Procedure and any appendix thereto, as such may be amended from time to time. I agree to file documents in the record of a bankruptcy case or proceeding as authorized and required by law, including, without limitation, the United States Code, Federal Rules of Civil Procedure, Federal Rules of Bankruptcy Procedure, Federal Rules of Criminal Procedure and any applicable non bankruptcy law.

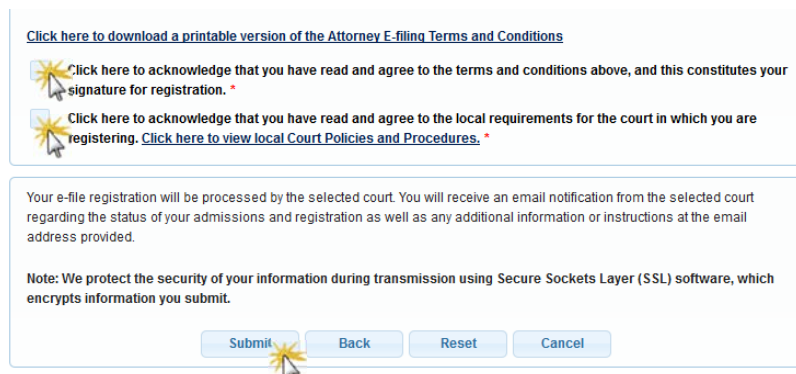
Back

Cancel

8. Complete the personal information on the **E-File Registration** screen. Be sure to select Email Frequency and Email Format, and click **Next**. Note that HTML is the preferred Email Format.



9. Set default payment information if desired (not required). Click **Next** when finished, or to bypass this screen. You can add a credit card or ACH payment method for each of the following fee types:
- Autobill PACER fees
 - E-filing fees default
 - Admissions fees default
10. Check the **Acknowledgment of Policies and Procedures for Attorney Admissions** box and the **Attorney E-Filing Terms of Use** acknowledgment box.



11. Click **Submit**. The court will review your admission request and you provide you with further instructions (including a link to pay the admission fees online) via email. Please note that you must pay your admission fee online.