

Northern District of Florida

CM/ECF Attorney User Guide

Chapter 5

Accessing CM/ECF for Filing and Querying

Users can access the system via the Internet using either Internet Explorer or Mozilla Firefox. Users can also access CM/ECF through Chrome or Safari, but if an issue arises then the user must use Internet Explorer or Mozilla Firefox.

Since Florida Northern District Court is a NextGen Court, users now access CM/ECF through PACER at <https://www.pacer.gov/>

**All filers are required to have an individual PACER account and must have the old CM/ECF account linked to the new individual PACER account before filing. If you are a new filer and have never had an old CM/ECF account, then you do not have to follow the linking process. More information regarding these instructions is found by clicking [here](#).

Logging In to CM/ECF

You will go to PACER to log into CM/ECF. Once you get to PACER you can select FIND A CASE or E-FILE from their menu items. Either page will have an option for you to select Court Links.



Click on Court Links and find Florida Northern – NextGen and click on it.

- Florida Middle - ECF 
- Florida Northern - NextGen 
- Florida Southern - ECF 

You will receive a screen that looks like below. Click on the top link titled “Northern District of Florida – Document Filing System”



Welcome to the U.S. District Court for the Northern District of Florida

[Northern District of Florida - Document Filing System](#)

WELCOME

The FLND LIVE Server Now Contains NextGen Version 1.1 With Revision 1.1.1

**** IMPORTANT NEXT Gen HELP Documents - [CLICK HERE](#) ****

[***** FLORIDA NORTHERN DISTRICT COURT IS NOW LIVE ON THE NEW NEXTGEN SOFTWARE *****](#)

This will prompt you to enter your PACER login and password. After you enter this information you may file, query, or perform certain utility functions in the Northern District of Florida depending on your rights.