

Pro Hac Vice Registration Request

Instructions for out-of-state attorneys who are not members of the Florida Bar

1. Go to PACER: www.pacer.uscourts.gov
2. Select **Manage My Account Login**



3. Login and select the **Maintenance** tab
4. Select **Attorney Admissions/E-File Registration**



5. Select **U.S. District Courts** from the Court Type drop-down list
 6. Select **FLORIDA NORTHERN DISTRICT COURT** from the Court drop-down list
- If the court's name does not appear in the drop-down list, the PACER account you are using is already registered with our court, or a registration request has been submitted and is still pending. Registration requests are processed within 24 hours.

In what court do you want to practice?
** Required Information*

Court Type *

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. To find more information on all courts, visit the [Court CM/ECF Lookup page](#).

7. Complete the **Pro Hac Vice** registration
- For our court, you are only required to complete the fields with red asterisks (*).

What would you like to apply/register for?