

**Attorney Registration Process:**

A Court-Issued CM/ECF password is required to file documents electronically. Attorneys are eligible to receive a CM/ECF password by completing a [CM/ECF Attorney Registration Form](#). Upon receipt of the form, a member of the Clerk's office staff will send an email with instructions for contacting the Court to receive a login and password.

*Please note: If you are admitted to practice in the Northern District of New York, your biennial fees are required to be current in order to receive a login and password.*

**Filing Agents:**

An attorney or trustee may request multiple logins and passwords for legal staff who file as agents on their behalf. When an agent files on behalf of the attorney, the docket text displays the name of the attorney as the filer. A filing agent may obtain a login and password by submitting a completed [Filing Agent Form](#). Upon receipt of the form, a member of the Clerk's office staff will send an email with instructions for contacting the Court to receive a login and password.