
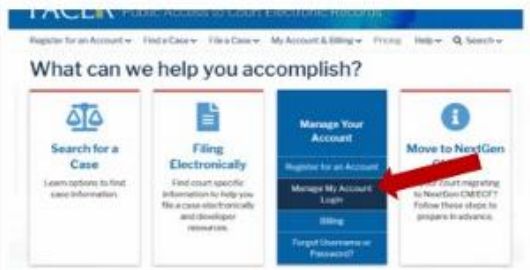

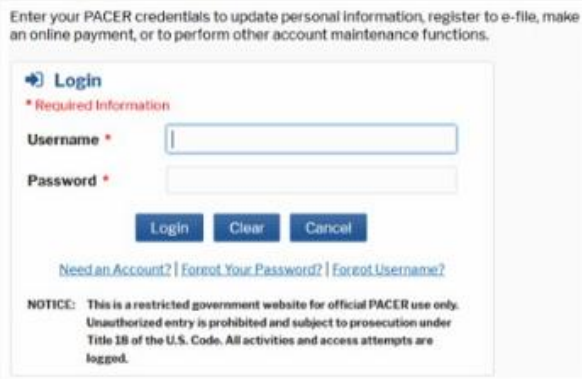


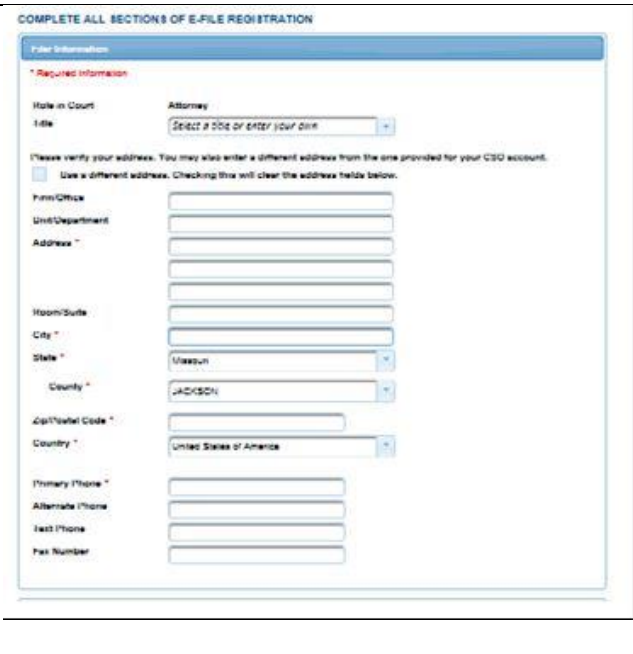
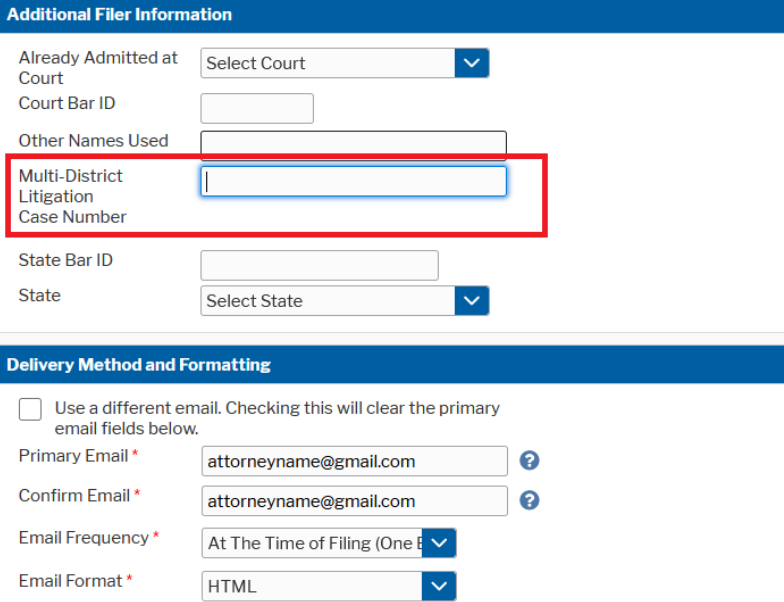
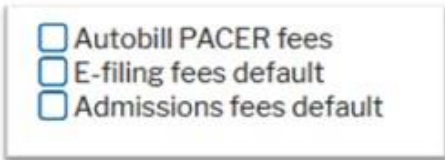



Multi-District Jurisdiction Cases – E-Filing Access

If you practice in a Multi-District Jurisdiction (MDL) case filed as the lead case or transferred to Eastern District of Kentucky for coordinated or consolidated pretrial proceedings, you may request e-filing privileges after filing a notice of appearance in the MDL case pending in our Court. The notice may be filed in paper or electronically by an attorney previously granted e-filing privileges in our Court. To request e-filing access for an MDL case, take the following steps:

	Action	Screenshot
1	Login to www.pacer.gov Hover over Manage My Account	
2	Click on Manage My Account Login	
3	Click on the Log in to Manage My Account	
4	Enter username/password	
5	Click Login	
6	Select the Maintenance tab and click Attorney Admissions/E-File Registration	

<p>7</p>	<p>Select U.S. District Courts as the Court Type and Kentucky Eastern District Court as the Court. Click Next.</p>	
<p>8</p>	<p>Select Multi-District Litigation</p>	<p>What would you like to apply/register for?</p> <ul style="list-style-type: none"> <input type="button" value="E-File Registration Only"/> <input type="button" value="Pro Hac Vice"/> <li style="border: 2px solid red;"><input type="button" value="Multi-District Litigation"/> <input type="button" value="Federal Attorney"/>
<p>9</p>	<p>Review/complete the personal information on the E-File Registration screen.</p>	

<p>10</p> <p>Enter the Case Number in the Eastern District of Kentucky for the MDL case in which you have filed a Notice of Appearance and click Next.</p> <p>NOTE: HTML is the preferred Email Format</p>		 <p>Additional Filer Information</p> <p>Already Admitted at Court: Select Court</p> <p>Court Bar ID: [Text Box]</p> <p>Other Names Used: [Text Box]</p> <p>Multi-District Litigation Case Number: [Text Box]</p> <p>State Bar ID: [Text Box]</p> <p>State: Select State</p> <p>Delivery Method and Formatting</p> <p><input type="checkbox"/> Use a different email. Checking this will clear the primary email fields below.</p> <p>Primary Email *: attorneyname@gmail.com</p> <p>Confirm Email *: attorneyname@gmail.com</p> <p>Email Frequency *: At The Time of Filing (One B)</p> <p>Email Format *: HTML</p>
<p>11</p> <p>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:</p>		 <p><input type="checkbox"/> Autobill PACER fees</p> <p><input type="checkbox"/> E-filing fees default</p> <p><input type="checkbox"/> Admissions fees default</p> <p>To use the same account for multiple fee types, once account information is entered, click in the box next to one or multiple fee types to designate the entered payment method for that account.</p>
<p>12</p> <p>Check the two boxes for Acknowledgment of E-filing Terms and Conditions and Court Policies and Procedures for Attorney Admissions.</p>		
<p>13</p> <p>Click Submit. The court will review your admission request and provide you with further instructions by email, if necessary.</p>		 <p>Confirmation Page</p> <p>Thank You for registering!</p> <p>Your request has been forwarded to the court. You will receive an email when the registration has been processed. To check the status of your request, log in to Manage My Account and select the E-File Registration/Maintenance History from the Maintenance Tab.</p> <p>Done</p>