UNITED STATES DISTRICT COURT
DISTRICT OF OREGON

CM/ECF ATTORNEY/PARTICIPANT REGISTRATION FORM

This form must be used to register for an account on the Court's Case Management/Electronic Case File (CM/ECF) system. By submitting this registration form, the undersigned agrees to abide by the requirements stated herein. The following information is required for registration.

First/Middle/Last Name: _____

OSB ID # (or case name and number if admitted Pro Hac Vice): _____

Date of Admission to the United States District Court, District of Oregon: _____

Firm Name: _____

Firm Address: _____

_____

_____

Telephone Number: _____

Fax Number: _____

E-mail Address: _____

Attorneys will have privileges to electronically file court documents, view official docket sheets and documents associated with cases, and query various case reports for cases on the CM/ECF system. The CM/ECF System follows and must be used in conjunction with the Federal Rules of Civil Procedure, the Local Rules of Civil Practice, and the administrative orders and policies of the United States District court for the District of Oregon.

In order to file documents electronically, CM/ECF participants will need the following:

- A personal computer running either the Windows or Apple operating platforms;
- Internet access through an Internet service provider using Point to Point Protocol (PPP);
- A compatible browser[1] that supports 128 bit encryption and has Javascript and cookies enabled;
- A Portable Document Format (PDF)-compatible word processor such as Microsoft Word or Corel WordPerfect;
- Software to convert documents from a word processor format to PDF format, such as Adobe Acrobat PDF Writer;
- Software to read PDF documents (Adobe Acrobat Reader is available at no cost);
- Access to a flatbed scanner with sheet feeder if paper documents need to be imaged before being uploaded into the system.
- An e-mail account.

The use of a participant's login and password constitute that participant's signature pursuant to Fed. R. Civ. P. 11 on all submissions made to the system. Submissions must also conform with LR 11-1 and the signature line must appear as s/ Jane Doe.

Participants must take appropriate steps to protect their login and passwords. If the login and passwords become compromised, the court must be immediately notified.

Registration constitutes a participant's consent to service by electronic means as substitute for service pursuant to Fed. R. Civ. P. 5(b)(2)(E) and LR 100-8.

Please mail or fax this form to:

Clerk of Court
U.S. District Court, District of Oregon
1000 S.W. Third Avenue, Suite 740
Portland, OR 97204-2902
Attention: CM/ECF Registration
(503) 326-8010

Applicant's Signature _____ Date: _____

[1] CM/ECF has been tested for use with Mozilla Firefox version 3.5 or 3.6 and Internet Explorer version 7 or 8. Safari, Opera, and Google Chrome have not been tested for use with CM/ECF.