

**UNITED STATES DISTRICT COURT  
District of New Mexico**

**CM/ECF ACCOUNT REGISTRATION FORM**  
Case Management/Electronic Case Files

This form is used to register for an account with the Court's Case Management/Electronic Case File (CM/ECF) system. Once an account has been established, the registrant will have the ability to electronically file documents. By registering, the registrant consents to receive electronic notice and service of filings through the system. The following information is required for registration:

**PLEASE TYPE**

First/Middle/Last Name: \_\_\_\_\_

Firm/Agency Name: \_\_\_\_\_

Firm/Agency Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Phone Number: \_\_\_\_\_ FAX Number: \_\_\_\_\_

Internet E-Mail Address: \_\_\_\_\_

Does your E-Mail Software support HTML messages?  Yes  No

Type of filer:  Attorney  Pro Hac Vice  Pro Se

**By submitting this registration form, the undersigned agrees to abide by all Court rules, orders, policies and procedures governing the use of the electronic filing system. The undersigned also consents to receiving notice of filings pursuant to Fed. R. Civ. P. 5(b) and 77(d) via the Court's electronic filing system. The combination of user ID and password will serve as the signature of the registrant for filing of documents. Registrants must protect the security of their passwords and immediately notify the court if they learn that their password has been compromised.**

\_\_\_\_\_  
Signature of Registrant

\_\_\_\_\_  
Date

Submit completed Registration Form to:

United States District Court  
Attn: CM/ECF Registration  
106 S. Federal Place  
Santa Fe, NM 87501

or

Email a scanned copy of this completed and signed form to: [cmecfregistration@nmcourt.fed.us](mailto:cmecfregistration@nmcourt.fed.us)