

Filing a Streamlined Request to Extend Time to File a Brief in an Immigration Petition

CAUTION: You must use [CM/ECF](#) to submit *any* filing in an immigration petition that was opened *before May 1, 2021*. CM/ECF case numbers start with the year, followed by a hyphen, and a 5-digit number starting with a 7, for example 21-70000.

This document provides step-by-step instructions for filing a streamlined request to extend time to file a brief in an immigration petition opened on or after 5/1/2021 in the U.S. Court of Appeals for the Ninth Circuit using the e-filer portal.

You must file a streamlined request on or before the brief's due date. You may only file a streamlined request if you have not previously filed a motion for an extension of time to file an opening, answering, or reply brief. You may not file a streamlined request if your case has been previously expedited or if a notice of oral argument has issued. See Circuit Rule 31-2.2.

If, after reviewing the information in this document, you still have questions, send an email to efilerhelp@ca9.uscourts.gov.

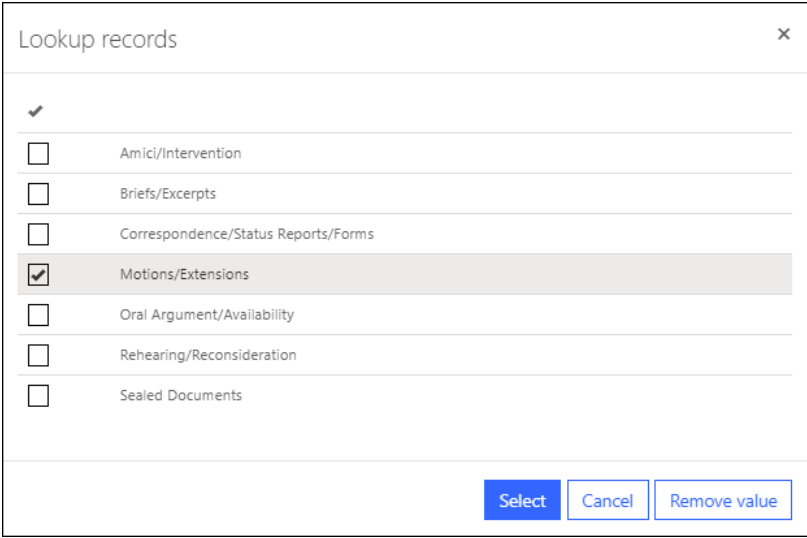
REMINDER: You must have a PACER account with authorization to file electronically in the U.S. Court of Appeals for the Ninth Circuit. This is the same account that you use to log in and file in CM/ECF in the U.S. Court of Appeals for the Ninth Circuit.

1. Navigate to <https://ca9-portal.powerappsportals.us> and in the E-Filer portal page that opens, click the hamburger icon in the upper right corner of the page.



2. Click **Sign in** and at the PACER login page, enter *your* PACER credentials and click **Login**.
3. At the Redaction Agreement dialog box, select the “**I understand ...**” checkbox and click **Continue**. The 9th Circuit Court of Appeals E-Filer Portal page has been updated: your name is shown in the upper right corner of the page, and a navigation bar has been added below the court banner.

- 4. In the list of cases, click the **Case Number** link of the case where want to file your streamlined request.
The Case Details page opens. If you have deadlines in the case (as counsel for petitioner or respondent), those deadlines are shown on this page.
- 5. Click the **Create New Filing** button.
The New Filing page opens.
- 6. In the **Filing Category** field, click the magnifying glass icon, select **Motions/Extensions**, and click the **Select** button.

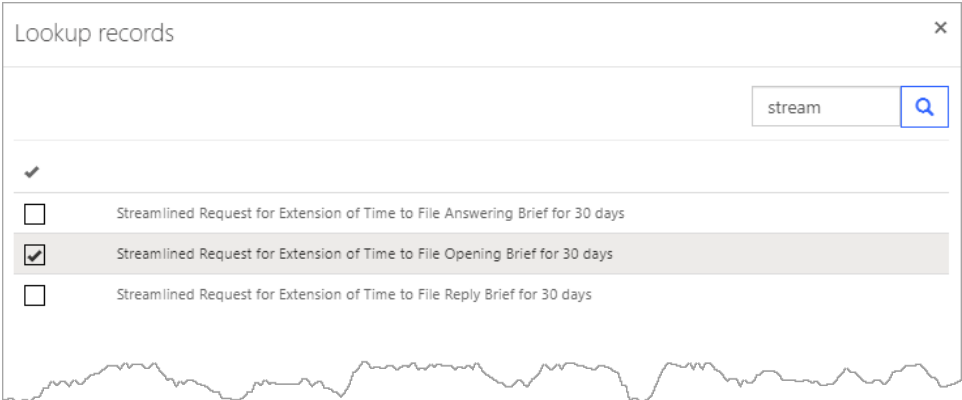


The New Filing page is updated and the Filing Category field now shows Motions/Extensions.

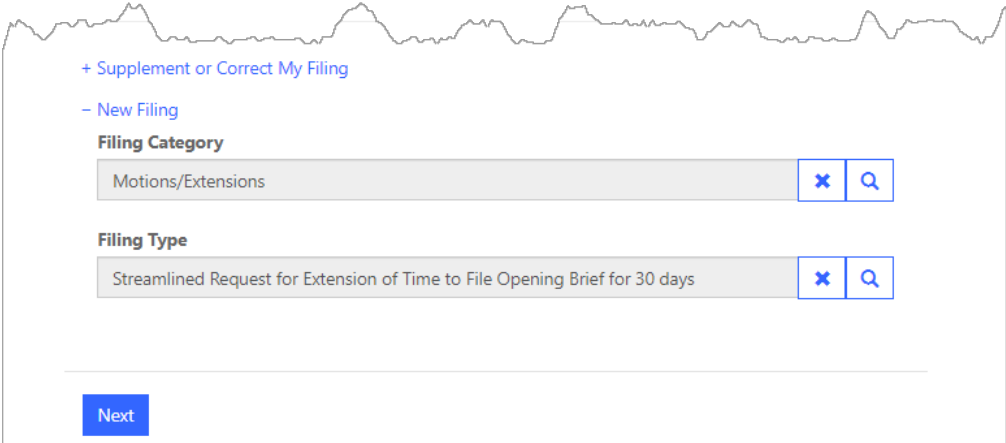
- 7. In the **Filing Type** field, click the magnifying glass icon.
A dialog box opens with all the filing types in the Motions/Extensions filing category.
- 8. In the search field in the upper right corner, type “stream” and click the magnifying glass to search for filing types that start with “stream,” as shown below.



- 9. In the list of filing types, select the streamlined request filing type you need and click the **Select** button.
In the example below, **Streamlined Request for Extension of Time to File Opening Brief for 30 days** is selected.



The New Filing Page is updated to show the filing type you selected. An example is shown below.



10. Click the **Next** button.

The New Filing page is updated to show the summary of the filing: the case name, filing type and category, the filer’s name (your name), the parties linked to the filing (the parties you represent), and service information. An example is shown below.

The screenshot shows a 'New Filing' page with a progress bar at 50%. The 'Filing Details' section includes: Case * (Gonzales v. Garland), Filing Type (Streamlined Request for Extension of Time to File Opening Brief), Filing Category (Motions/Extensions), and Filer (Attorney). The 'Associated Parties' table lists one party: ACMS, Jose Gonzalez-Granados, Is Lead Petitioner (Yes). The 'Service' section indicates 'By ACMS'. At the bottom are 'Previous' and 'Submit' buttons.

A-Number	Case Participant ↑	Is Lead Petitioner
ACMS	Jose Gonzalez-Granados	Yes

NOTE: You cannot attach a PDF to this filing.

11. Click the **Submit** button to submit the filing to the Court. This completes the filing.