

NOTICE IN CASES OF INTEREST IN THE NINTH CIRCUIT COURT OF APPEALS

In order to receive emailed notices of docket activity (NDAs) for cases pending in this court you must have a PACER account. These are free to register for, but they will charge a minimal fee per page to download documents from the notice. You will see the docket text on the notice itself, and all opinions and memorandum dispositions are posted on our website under opinions, where you can download them free of charge.

To sign up for a PACER account as a non-filing party, follow the instructions here: <https://pacer.uscourts.gov/register-account/non-attorney-filers-cmecf>

Once you have a PACER account, to register as an Interested Party, do the following:

1. Go to Manage My Account at <https://pacer.psc.uscourts.gov/pscof/login.xhtml>
2. Enter your PACER username and password.
3. Click the Maintenance tab, then click Non-Attorney E-File Registration.
 - For Court Type, select U.S. Appellate Courts.
 - For Court, select U.S. COURT OF APPEALS, NINTH CIRCUIT (don't select the BAP version).
 - For Role in Court, select **Interested Party**

When your registration has been approved and processed by this court you will receive an NDA to confirm that fact and you will then be able to sign up for notices in cases of interest in both CM/ECF and ACMS in this court. Keep in mind that CM/ECF cases have 7-digit case numbers (two for the year followed by 5 digits), and ACMS cases have fewer than 7 digits (two for the year followed by 1 to 4 digits).

To register for cases of interest in CM/ECF, log into Ninth Circuit CM/ECF using your PACER login here: <https://ecf.ca9.uscourts.gov/n/AttorneyFiling/login.jsf>

1. In the menu, click Utilities > **Notices for Cases of Interest** from the drop-down list.
2. Enter the email address to which notices are to be sent.
(NOTE: Even though it looks like you can enter multiple email addresses, only ONE email address can be used for these notices). You can specify whether individual notices are to be sent or a summary of notices for the cases listed.

3. Enter case number and select the Search & Add button.
If the case is found, the case number and case title populate the list box.
Repeat this process until all cases of interest are selected. (Note: Cases may be added to or removed from this list at anytime. When the utility is accessed, the existing Cases of Interest case list is displayed.)
4. Click the Update button to confirm the case(s) selected and the case(s) is saved in the list.

To register for cases of interest in ACMS, access your ACMS portal at this link:

<https://ca9-portal.powerappsportals.us/>

1. You will see a tab called My Cases of Interest (if you are registered as a pro se litigant or attorney filer you will see this tab next to your My Cases tab.
2. The first time you enter the portal you will need to configure your notification frequency (each transaction for each case or a daily summary) and then you can add cases.
3. Click on Add Case, and on the next screen you click on the magnifying glass to get a pop up where you can search by case number for the case you are interested in. Click the search icon again to get the case into the list below the search bar.
4. Check the box next to the case that appears under the search bar and hit the select button at the bottom of the screen.
5. On the next screen, click submit. You will see your cases of interest in the list on the main screen, though you may need to refresh your browser first.