

Upgrade Your Current PACER Account

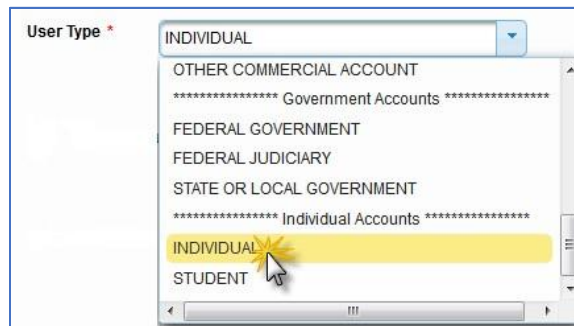
1. Navigate to www.pacer.gov
2. Click **Manage My Account** at the very top of the page.



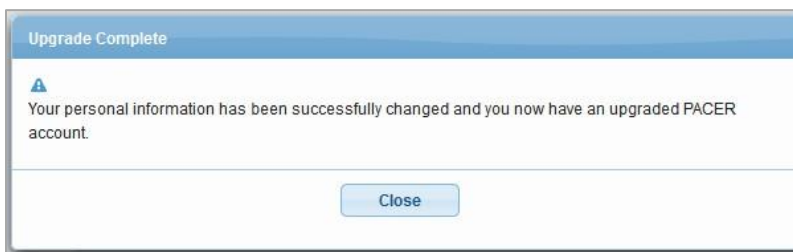
3. **Login** with your PACER username and password.
4. Click the **Upgrade** link next to the Account Type.
 - a. **If your Account Type is "Upgraded PACER Account" you do not need to continue.**



5. Follow prompts to update/enter all necessary information in each tab.
 - a. Select **INDIVIDUAL** as your User Type at the bottom of the first screen. Click Next.



- b. Complete the Address section. Click Next.
 - c. Create a NEW username and password at the Security screen. Click Submit.
6. **Your PACER Account is now upgraded.** The following confirmation screen will appear. Note that you will no longer be able to use your old PACER username and password.



7. For questions, please **contact PACER at 1-800-676-6856.**