

ADMISSION TO THE BAR OF THIS COURT

The U.S. District Court for the District of Nevada is a NextGen CM/ECF court.

In order to request admission to the bar of this court, you must have an upgraded individual PACER account. If you do not have an upgraded individual PACER Account, click [HERE](#) to register for one. Once you have a PACER Account, follow the steps below to request admission.

1. Navigate to www.pacer.gov
2. Click **Log in to...** at the very top of the page, and then click on **Manage PACER Account**.



3. **Login** with your upgraded individual PACER account username and password

A screenshot of the PACER login form. It has a title "Login" and a sub-header "* Required Information". There are two input fields: "Username *" and "Password *". Below the fields are three buttons: "Login", "Clear", and "Cancel". At the bottom, there are links: "Need an Account?", "Forgot Your Password?", and "Forgot Username?". A notice at the bottom states: "NOTICE: This is a restricted government website for official PACER use only. Unauthorized entry is prohibited and subject to prosecution under Title 18 of the U.S. Code. All activities and access attempts are logged."

4. Click on the **Maintenance** tab

A screenshot of the PACER Maintenance tab. The "Maintenance" tab is highlighted with a red box. Below the tabs, there are several links: "Change Username", "Change Password", "Set Security Information", "Update PACER Billing Email", and "Set PACER Preferences". A mouse cursor is pointing at the "Maintenance" tab.

5. Select **Attorney Admission/E-File Registration**

A screenshot of the PACER Maintenance tab. The "Maintenance" tab is highlighted. Below the tabs, there are several links. The link "Attorney Admissions / E-File Registration" is highlighted with a red box. A mouse cursor is pointing at this link.

6. Select **U.S. District Courts** as the Court Type and **Nevada District Court** as the Court. Click **Next**.

A screenshot of the PACER form for selecting the court. The form has a title "In what court do you want to practice?". There are two dropdown menus: "Court Type *" and "Court *". The "Court Type" dropdown is set to "U.S. District Courts" and the "Court" dropdown is set to "Nevada District Court (test)". Below the dropdowns, there is a note: "Note: Centralized attorney admissions and e-file registration are currently not available for all courts. If you do not see a court listed, please visit that court's website. To find more information on all courts, visit the [Court CM/ECF Lookup page](#)." At the bottom, there are three buttons: "Next", "Reset", and "Cancel".

ADMISSION TO THE BAR OF THIS COURT

- Click on the two links to review the Local Rules: **Electronic Filing Policies and Procedures** and the **Attorney Admission Policies and Procedures** for the District of Nevada.

[Before continuing, view the local Policies and Procedures on Electronic Filing for the selected court](#)

You have selected the United States District Court for the District of Nevada. Review the Local Rules Part IC for electronic filing requirements.

To qualify for e-filing privileges, attorneys must be a member of the bar of this court. Pro Hac Vice attorneys must have an order approving a verified petition for permission to practice in a particular case. Non incarcerated pro se filers (individuals representing themselves without an attorney) must have an order granting permission to e-file in a specific case.

[Before continuing, view the local Policies and Procedures for Attorney Admission for the selected court](#)

ATTORNEY ADMISSION.

See Local Rules IA 11-1, IA 11-2, IA 11-3, and IA 11-4 for admission requirements, and read the instructions located on our website at <https://www.nvd.uscourts.gov/attorney-admissions>

A Motion for Admission form must be completed and signed.

- Select **Attorney Admissions and E-File**

WHAT WOULD YOU LIKE TO APPLY/REGISTER FOR?

Attorney Admissions and E-File

E-File Registration Only

Pro Hac Vice

Multi-District Litigation

- Complete all five sections of the Attorney Admissions page:

Attorney Bar Information:

COMPLETE ALL SECTIONS OF ATTORNEY ADMISSIONS

Attorney Bar Information

* Required Information

FEDERAL BAR INFORMATION

I am admitted to the bar in one or more federal courts.

Our data indicates that you have been admitted to the bar of the following federal court(s):

Verified Federal Bar Information			
Federal Court	Bar ID	Bar Status	Date Admitted
No verified federal bar data available.			

Enter information for any federal court not listed in table on the left:

Additional Federal Bar Information		
Federal Court	Bar ID	Date Admitted
Click the "Add" button below to enter federal bar data.		
<input type="button" value="+ Add"/>		

STATE BAR INFORMATION

I am admitted to the bar in one or more states.

Enter information for any state(s) in which you have been admitted to the bar:

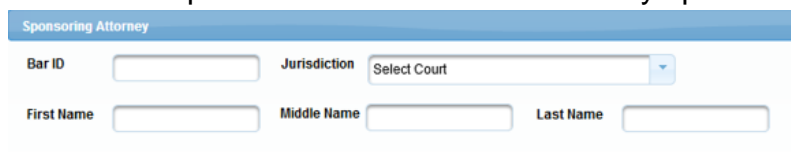
Additional State Bar Information		
State	Bar ID	Date Admitted
Click the "Add" button below to enter state bar data.		
<input type="button" value="+ Add"/>		

ADMISSION TO THE BAR OF THIS COURT

- Check one or both boxes to indicate the federal or state courts to which you are admitted.
- Click on the **+Add** button to select and add the state and/or federal court(s) to which you are admitted.

Sponsoring Attorney:

- Enter the required information for the attorney sponsoring you.



The screenshot shows a form titled "Sponsoring Attorney". It contains the following fields: "Bar ID" (text input), "Jurisdiction" (dropdown menu with "Select Court" selected), "First Name" (text input), "Middle Name" (text input), and "Last Name" (text input).

Attorney Information:

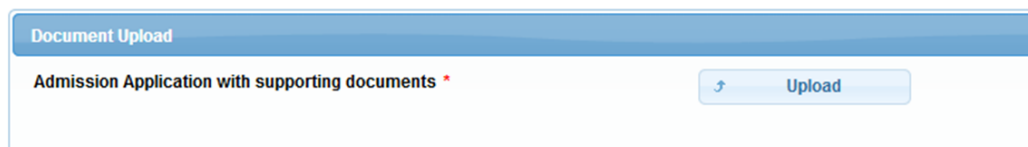
- Enter your **personal information** and acknowledge the admission fee.



The screenshot shows a form titled "Attorney Information". It contains the following sections: "Attorney Type (check all that apply) *" with checkboxes for "Civil", "Criminal", and "Bankruptcy"; "Have you ever been disbarred/censured/denied admission? *" with radio buttons for "Yes" and "No"; "Do you have any disciplinary actions pending? *" with radio buttons for "Yes" and "No"; "Have you ever been convicted of a felony? *" with radio buttons for "Yes" and "No"; and "Fee Acknowledgment *" with two radio button options: "I acknowledge that I will be charged an admission fee if I am admitted." and "I request that the admission fee be waived for the following reason:".

Document Upload: Complete the Motion for Admission to Practice located on the court's website <https://www.nvd.uscourts.gov/wp-content/uploads/2019/10/Motion-for-Admission-to-Practice-10-11-19.pdf>

- Click the **Upload** button, then **+Browse** to attach the **Motion for Admission**.



The screenshot shows a form titled "Document Upload". It contains a text input field with the placeholder text "Admission Application with supporting documents *" and an "Upload" button with a folder icon.

Additional Attorney Information Required by Court:

- Answer the final question and click **Next**.

ADMISSION TO THE BAR OF THIS COURT

Additional Attorney Information Required by Court

ALL questions MUST be answered.
(Answer "N/A" if the question does not apply.)

How do you want your name listed on the certificate of admission? *Please note if you are an Attorney Funded from Judiciary Appropriations or an Attorney for the United States you will not be receive a certificate of admission. *

10. Complete all sections on the **E-File Registration** page – this includes **Filer Information; Additional Filer Information and Delivery Method and Formatting** and click **Next**. Note that HTML is the preferred Email Format.

Delivery Method and Formatting

Use a different email. Checking this will clear the primary email fields below.

Primary Email *

Confirm Primary Email *

Email Frequency *

Email Format *

11. Set default payment information if desired (not required). Click **Next** when finished, or to bypass this screen. You can add a credit card method for each of the following fee types:

- **P**: PACER search fees; **E**: Filing fees **A**: Admissions/renewal fees
- **NOTE**: The U.S. District Court for the District of Nevada does not accept ACH payments.

NOTE: Not all courts accept ACH payments. If the court to which you are making a payment does not accept ACH, then ACH payments will not be available as an option during payment. In addition, the PACER Service Center does not accept ACH payments for PACER (case search) fees.

This section is optional. If you do not enter payment information here, you may do so later by selecting the **Make One-Time PACER Fee Payment** option under the **Payments** tab.

Select your method of payment from the **Add Credit Card** and **Add ACH Payment** options below. You may store up to three payment methods.

To designate a card as the default for e-filing or admissions fees, click the **Set default** link in the box(es) below. To remove the card as a default, click the **Turn off** link.

[Add Credit Card](#)
[Add ACH Payment](#)

ADMISSION TO THE BAR OF THIS COURT

12. Read and check the **Acknowledgment of Policies and Procedures for Attorney Admissions** box.

Acknowledgment of Policies and Procedures for Attorney Admissions

Click here to acknowledge that you have read and agree to the local requirements for the court in which you are registering. [Click here to view local Court Policies and Procedures.](#) *

13. Read and check the **Attorney E-Filing Terms and Conditions** and the **Court Policies and Procedures** boxes.

[Click here to download a printable version of the Attorney E-filing Terms and Conditions](#)

Click here to acknowledge that you have read and agree to the terms and conditions above, and this constitutes your signature for registration. *

Click here to acknowledge that you have read and agree to the local requirements for the court in which you are registering. [Click here to view local Court Policies and Procedures.](#) *

14. Click **Submit**.

Attorney admission to the District of Nevada requires a \$212.00 admission fee and oath. The Court will review your motion and provide you with further instructions via e-mail and if approved, a link to submit your payment and instructions for making arrangements to take the oath. Attorneys will be admitted to practice before this court upon verification that all attorney admission requirements have been satisfied.