

# Memorandum

United States Bankruptcy Court  
Eastern District of Virginia

**Date:** February 12, 2001

**From:** William C. Redden, Clerk of Court

**To:** All CM/ECF Registered Users

**Subject:** Amended Notice of Scheduled Upgrade to CM/ECF Version 1 – ECF System will be Off-line for Upgrade; Reminder of Requirement that All CM/ECF Registered Users Secure PACER Accounts — Action Required

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**1. Notice of Scheduled Upgrade to CM/ECF Version 1 – ECF System will be Off-line for Upgrade**

The United States Bankruptcy Court for the Eastern District of Virginia is scheduled to upgrade the current prototype version of the Case Management/Electronic Case Filing (CM/ECF) System to Version 1 of CM/ECF over the upcoming Presidents' Day Federal Holiday weekend (February 17-19, 2001).

**The ECF system will be off-line and unavailable for document filing, docketing and viewing purposes from 12 Noon EST Friday, February 16, 2001, until 8:00 a.m. EST Tuesday, February 20, 2001.** This memorandum also will be posted to our homepage, <http://www.vaeb.uscourts.gov>.

**2. CM/ECF Registered Users to Secure PACER Accounts**

As I advised in my January 26, 2001, memorandum to CM/ECF registered users, all registered users must enter an assigned PACER login and password once Version 1 of CM/ECF becomes operational and replaces the current prototype version of CM/ECF. If you are a registered CM/ECF user but **not** a registered PACER user, you must obtain a PACER login as soon as possible. You **must** have an active PACER account to use Version 1 of CM/ECF. If you already have an active PACER account for our Court's dial up system, you may use the same account for CM/ECF.

If you need to create a PACER account, please visit <http://pacer.psc.uscourts.gov> for assistance. You also may contact the PACER Service Center via telephone at 1-800-676-6856 or by mail at:

PACER SERVICE CENTER  
PACER REGISTRATION  
PO BOX 780549  
SAN ANTONIO, TX 78278-0549

You are strongly encouraged to sign up for a PACER account over the Internet as this is the quickest way to set up such an account. This should be done as soon as possible.

Additional information on these matters will be provided to you as we continue our CM/ECF upgrade efforts.