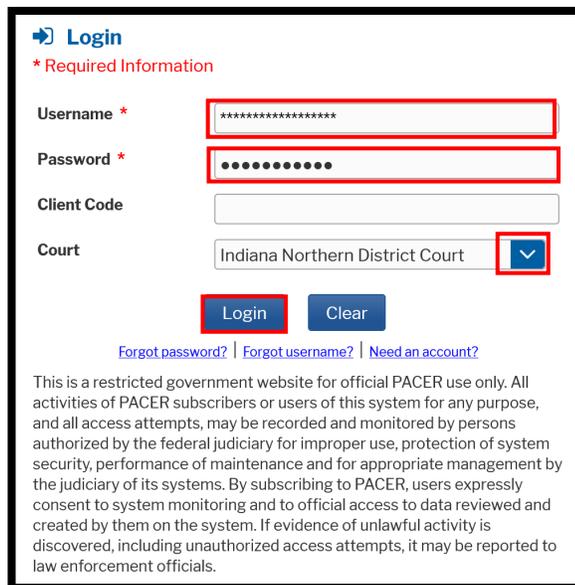


FILING A MOTION FOR PRO HAC VICE ADMISSION IN CM/ECF

1. After the court has reviewed your PACER registration for Pro Hac Vice Admission, you will receive an email instructing you to file your Motion for Admission to Practice Pro Hac Vice in the case you wish to be admitted in. Follow the steps below to submit your motion and pay the admission fee in CM/ECF:
 - a. Log into [PACER](#) with your PACER Account Username and Password.
 - b. Select Court: **Indiana Northern District**
 - c. Select: **Login**



Login

* Required Information

Username *

Password *

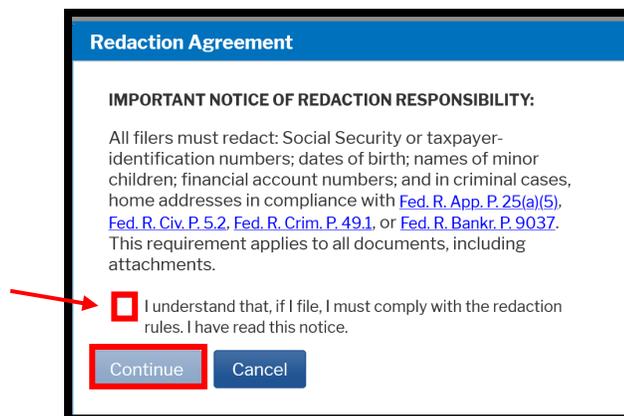
Client Code

Court

[Forgot password?](#) | [Forgot username?](#) | [Need an account?](#)

This is a restricted government website for official PACER use only. All activities of PACER subscribers or users of this system for any purpose, and all access attempts, may be recorded and monitored by persons authorized by the federal judiciary for improper use, protection of system security, performance of maintenance and for appropriate management by the judiciary of its systems. By subscribing to PACER, users expressly consent to system monitoring and to official access to data reviewed and created by them on the system. If evidence of unlawful activity is discovered, including unauthorized access attempts, it may be reported to law enforcement officials.

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- d. Click the Redaction Agreement Box and **Continue**.



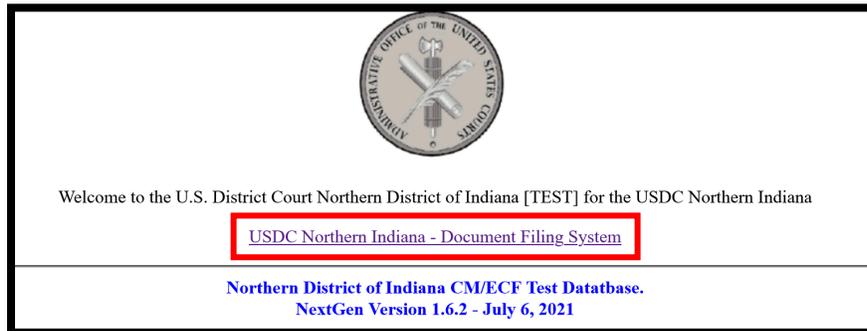
Redaction Agreement

IMPORTANT NOTICE OF REDACTION RESPONSIBILITY:

All filers must redact: Social Security or taxpayer-identification numbers; dates of birth; names of minor children; financial account numbers; and in criminal cases, home addresses in compliance with [Fed. R. App. P. 25\(a\)\(5\)](#), [Fed. R. Civ. P. 5.2](#), [Fed. R. Crim. P. 49.1](#), or [Fed. R. Bankr. P. 9037](#). This requirement applies to all documents, including attachments.

I understand that, if I file, I must comply with the redaction rules. I have read this notice.

- e. Click the link **USDC Northern Indiana – Document Filing System** to enter CM/ECF



- f. Select **Civil** or **Criminal** tab at the top of the page.



- g. Select **Pro Hac Vice Admission**.
- h. Select **Attorney Application to Appear Pro Hac Vice** and Click **Next**.
- i. You will be prompted to enter the case number, attach your application and Certificate(s) of Good Standing, and pay the PHV Admission Fee.
- j. Your submission is complete upon receipt of the **Notice of Electronic Filing**.