UNITED STATES DISTRICT COURT
DISTRICT OF SOUTH DAKOTA

CM/ECF
INFORMATION UPDATE FORM

This form is to be used by attorneys, including attorneys admitted pro hac vice, pro se litigants, and contract (freelance) court reporters to update their Case Management/ Electronic Case Files (CM/ECF) account information.

IMPORTANT: Completing and submitting this form does not negate the requirement of filing a Notice of Change of Address in each of your pending cases.

OLD INFORMATION
**Required Information*

*First/Middle/Last Name: _____

*CM/ECF Login (if issued): _____

Firm Name: _____

Address or Firm Address: _____

_____

_____

Telephone Number: _____

Fax Number: _____

*Primary E-mail Address for Electronic Notice: _____

Secondary E-mail Addresses for Electronic Notice: _____

_____

_____

NEW INFORMATION

Indicate Changes Below

First/Middle/Last Name: _____

Firm Name: _____

Address or Firm Address: _____

_____

_____

Telephone Number: _____

Fax Number: _____

Primary E-mail Address for Electronic Notice: _____

Secondary E-mail Addresses for Electronic Notice: _____

_____

_____

_____ _____

Signature of Registered CM/ECF User Date

Mail Original Form To: Clerk's Office, U.S. District Court
District of South Dakota
400 S. Phillips Ave., Room 128
Sioux Falls, SD 57104

FOR COURT USE ONLY	
Updated By	
Date updated	