

# UNITED STATES DISTRICT COURT – DISTRICT OF SOUTH DAKOTA

## MEDIA APPLICATION FOR ACCESS TO THE ELECTRONIC CASE FILING SYSTEM

**PLEASE NOTE IN ADDITION to emailing this completed form to the CM/ECF Helpdesk, the media applicant MUST also apply for “Non-Attorney E-File Registration” status with the District of South Dakota through his or her PACER ACCOUNT ([www.pacer.gov](http://www.pacer.gov)).**

This form is designed to permit an individual employed by a newspaper, television, radio or other media organization to apply for a read-only media account to access the District of South Dakota’s Electronic Filing System. The Court reserves the right to grant, deny, or withdraw access to the system at any time without advance notice. Individuals whose applications are granted will be able to view publically available notices of court and attorney filings in individual cases.

E-mail this completed form to [cmecf\\_team@sdd.uscourts.gov](mailto:cmecf_team@sdd.uscourts.gov) from the email address of the applicant with a subject line of: **Attention: Media Access**. To aid in the processing of your request, please match the information provided below to your contact information provided in your individual PACER account.

If you have any questions about this application form or the application process, please contact the CM/ECF Help Desk at 605-330-6600.

First Name:

Last Name:

Media Organization:

Street Address:

City:

State:

Zip Code:

Phone Number:

Email address:

Media Organization website:

By submitting this registration form, the undersigned agrees to abide by all Court rules, orders, and policies and procedures governing the use of the electronic filing system and acknowledges that all PACER Fees apply. Media members must protect the security of their usernames and passwords and immediately notify the Court if they learn their password has been compromised by an unauthorized user.

Registrant sign /s/:

Date:

Procedures for using the media account are available at <https://www.sdd.uscourts.gov/media1>