

**UNITED STATES BANKRUPTCY COURT
NORTHERN DISTRICT OF OHIO
ELECTRONIC CASE FILING SYSTEM**

ATTORNEY REGISTRATION FORM AND USER AGREEMENT – SECOND LOGIN

This form shall be used by attorneys with a current login to the Court’s Electronic Case Filing (ECF) System (hereafter “System”) to request a second login due to their practice volume. The following information is required for registration:

First/Middle/Last Name: _____

Attorney Registration Number: _____

Firm Name: _____

Address: _____

City, State, and Zip Code: _____

County: _____

Phone Number: _____

FAX Number: _____

Email Address: _____

Current ECF Login: _____

ECF Rules and Requirements:

By submitting this registration form, the undersigned agrees to abide by the following:

1. At this time, the requirements for filing, viewing, and retrieving case documents are:
 - a device (such as a PC) with an Internet connection of at least 56K (a higher speed connection such as DSL or cable is recommended)
 - software that can view and create PDF files
 - a scanner and scanner software (if any documents to be filed need to be converted into electronic format)
 - the Mozilla Firefox browser (software version 2.x or newer) or the Microsoft Internet Explorer browser (software version 5.5 or newer)¹.

2. The provisions of the Court’s [Electronic Case Filing \(ECF\) Administrative Procedures](#)

¹ The United States Courts do not endorse commercial products. When competing Internet browsers develop the full ability to file and download pleadings from this system, they can be utilized.

[Manual](#), as it may be modified from time to time, are incorporated by reference into this agreement.

3. A registered attorney is responsible and liable for any documents submitted electronically to the System by means of the attorney's login and password.
4. A registered attorney's System eligibility may be restricted or revoked for any of the following reasons:
 - knowingly permitting his/her System password to be utilized by anyone who is not authorized to utilize the password
 - filing pleadings or other documents on behalf of someone who is not a registered user
 - failing to submit documents requiring the debtor's signature within the requisite time period
 - requesting an excused late filing on a repetitive basis due to the failure of the attorney's electronic filing equipment to operate
 - submitting credit card transactions that are declined by the card issuer
 - failing to comply with any of his/her other obligations set forth in this agreement.

I accept the above rules and requirements. (To submit, you must check this box.)

Submit via Email