



Upon a previous agreement between the U.S. District Court for the Southern District of California and the U.S. Marshal's Office (San Diego), a limited amount* of USM user accounts have been designated to receive elevated access in order to view Arrest Warrants issued in CR matters. **Please Note: updating the amount of USM user accounts with elevated access will require approval from the Clerk of Court.*

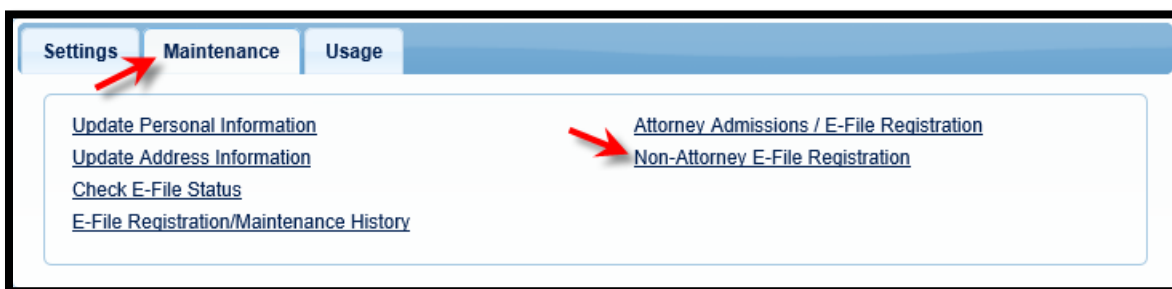
In order to submit a request for elevated access, you must first obtain an individual upgraded PACER accounts. Once you have a PACER account, follow the steps below to request elevated access. For PACER assistance, please contact **PACER at 1-800-676-6856**. Additional questions may be emailed the **CASD CM/ECF helpdesk** at ecfhelp@casd.uscourts.gov.

Request to Receive Elevated Access

1. Navigate to www.pacer.gov.
2. Click on **Manage My Account**



3. **Login** with your PACER username and password.
4. Click on the **Maintenance** tab and Select **Non-Attorney Admission/E-File Registration**.



5. Complete all sections of the **E-File Registration** form. Select **U.S. District Courts** as the Court Type and **California Southern District Court** as the Court and **Party** as the Role in Court. Click Next to proceed with the application process.

Court Type *	<input type="text" value="U.S. District Courts"/>
Court *	<input type="text" value="California Southern District Court (test)"/>

6. For PACER accounts exempt from paying fees, do not include **default payment information**. Click Next when finished, or to bypass this screen.
7. Check the two **Non-Attorney E-Filing Terms and Conditions** acknowledgment boxes.

[Click here to download a printable version of the Non-Attorney E-filing Terms and Conditions](#)

- ☐ Click here to acknowledge that you have read and agree to the terms and conditions above, and this constitutes your signature for registration. *
- ☐ Click here to acknowledge that you have read and agree to the local requirements for the court in which you are registering. [Click here to view local Court Policies and Procedures.](#) *

8. Click **Submit**. The court will review your request and, if granted, you will receive a confirmation email.