

Attorney Change of Address

Update your address information through the PACER Service Center: <https://pacer.uscourts.gov/>

1. Login to PACER and click “Manage My Account.”
2. Click the “Maintenance” tab.
3. Select information to update (i.e., Personal Information, Address Information, Email Address, Email delivery method and formatting options)

The screenshot displays the PACER 'MANAGE MY ACCOUNT' interface. At the top right, there is a link for 'Manage My Account | Case Search Sign In'. The main navigation bar includes 'HOME', 'REGISTER', 'FIND A CASE', 'E-FILE', 'QUICK LINKS', 'HELP', and 'CONTACT US'. On the left, there is a 'PACER Links' sidebar with options like 'Court Links', 'Search PACER Case Locator', 'Announcements', 'Frequently Asked Questions', 'Resources', and 'Manage My Account'. The main content area is titled 'MANAGE MY ACCOUNT' and includes a 'Welcome,' message and a 'Logout' button. Below this, there is a table of account information: Account Number, Username, Account Balance (\$0.00), Case Search Status (Inactive), and Account Type (Upgraded PACER Account). A 'Maintenance' tab is selected, showing options to 'Update Personal Information', 'Update Address Information', 'Update E-File Email Noticing and Frequency', and 'Display Registered Courts'. Other links include 'Attorney Admissions / E-File Registration', 'Non-Attorney E-File Registration', 'Check E-File Status', and 'E-File Registration/Maintenance History'. The footer contains 'Contact Us', 'Privacy', 'Policies and Procedures', and 'About Us'.

4. After updating your contact information, Select whether updates should apply to all cases, open cases, or all cases.

The screenshot shows a dropdown menu for the 'Apply update to' field. The menu is open, displaying the following options: 'Select', 'Open Cases', 'Closed Cases', 'All Cases', and 'None'. The 'Apply Updates to Selected' button is visible below the dropdown.

5. Apply updates to Select Courts & Submit

Apply Updates to Selected Courts

PACER Billing

- USDC Middle District of Tennessee
719 Church Street
Suite 1300
Nashville, TN 37203

U.S. Circuit Courts Of Appeals

U.S. Court Of Appeals, Sixth Circuit

- Middle District of Tennessee at Nashville
801 Broadway
Suite 800 U.S. Courthouse
Nashville, TN 37203

U.S. District Courts

Alabama Southern District Court

- USDC Middle District of Tennessee
719 Church Street
Suite 1300
Nashville, TN 37203