

UNITED STATES BANKRUPTCY COURT  
SOUTHERN DISTRICT OF NEW YORK

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In re: :  
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CORONAVIRUS/COVID-19 PANDEMIC, :  
TEMPORARY WAIVER OF FEES FOR PUBLIC : General Order M-548  
ACCESS TO COURT ELECTRONIC RECORDS :  
FOR CERTAIN *PRO SE* PARTIES :  
: :  
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WHEREAS, documents filed on the electronic docket of cases and adversary proceedings can be viewed through the Public Access to Court Electronic Records (“PACER”) service, and any person may register for a PACER account;

WHEREAS, the Electronic Public Access Fee Schedule issued pursuant to 28 U.S.C. §§ 1914(b) and 1930(b) sets forth the fees typically charged when PACER accountholders view court documents through PACER (“PACER Fees”);

WHEREAS, individuals without PACER accounts can use public PACER terminals located in the courthouses to view court documents free of charge;

WHEREAS, all three divisions of the United States Bankruptcy Court for the Southern District of New York are currently restricted access to the public due to the COVID-19 pandemic;

WHEREAS, the Court is authorized to exempt certain persons or classes of persons from payment of PACER Fees to avoid unreasonable burdens and to promote public access to information; and

WHEREAS, it would be desirable to provide indigent parties with fee-exempt PACER accounts while public PACER terminals are unavailable due to court access restriction.

NOW, THEREFORE, IT IS ORDERED that the Court may waive the PACER Fees for *pro se* parties to a case or proceeding who certify that he/she is indigent and having to pay the PACER Fees would cause an unreasonable burden (“Covered Individuals”); and it is further

ORDERED that Covered Individuals wishing to obtain the waiver of PACER Fees must contact the Clerk’s Office by either calling (212) 284-4040 between the hours of 8:30 a.m. and 5:00 p.m. or emailing [CourtServices@nysb.uscourts.gov](mailto:CourtServices@nysb.uscourts.gov). The Covered Individual should be prepared to provide the case or adversary proceeding number to which he/she is a party and his/her contact information; and it is further

ORDERED that a Covered Individual may only use the fee-exempt PACER account for activities relating to the prosecution or litigation of the case or adversary proceeding to which he/she is a party; and it is further

ORDERED that a Covered Individual may not sell or transfer any data received from the fee-exempt PACER account unless expressly authorized by this Court; and it is further

ORDERED that the fee-exemption for Covered Individuals will be granted for a limited period and may be revoked at the discretion of the Court at any time, and the Clerk's Office will make reasonable efforts to notify Covered Individuals prior to such revocation; and it is further

ORDERED that a copy of this ORDER shall be sent to the PACER Service Center.

Dated: May 11, 2020  
New York, NY

/s/ Cecelia G. Morris  
CECELIA G. MORRIS  
Chief United States Bankruptcy Judge