

Request for Certificate of Good Standing

Southern District of Texas

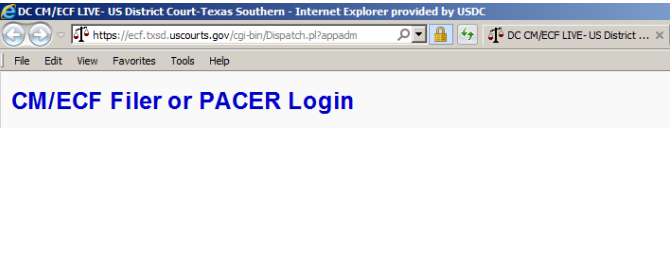
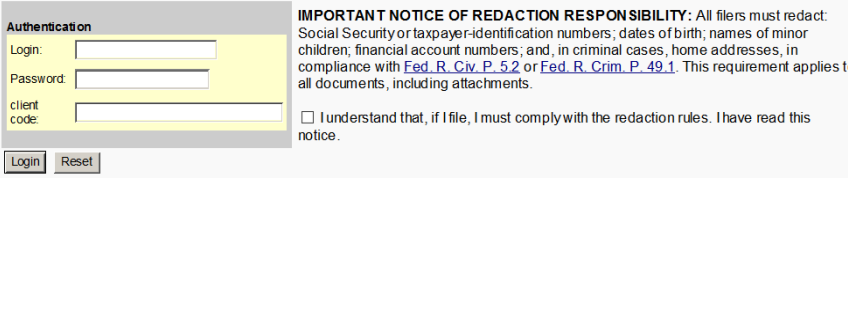
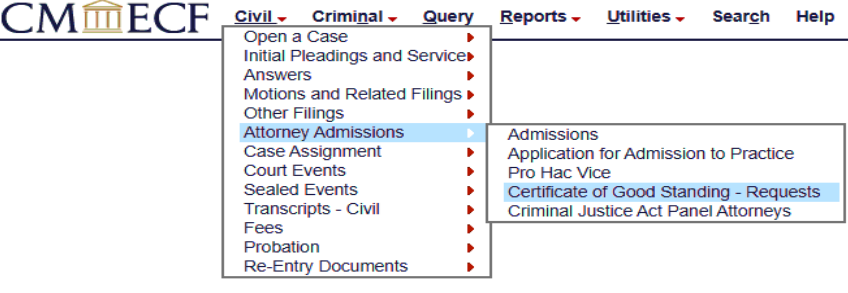
Requirements

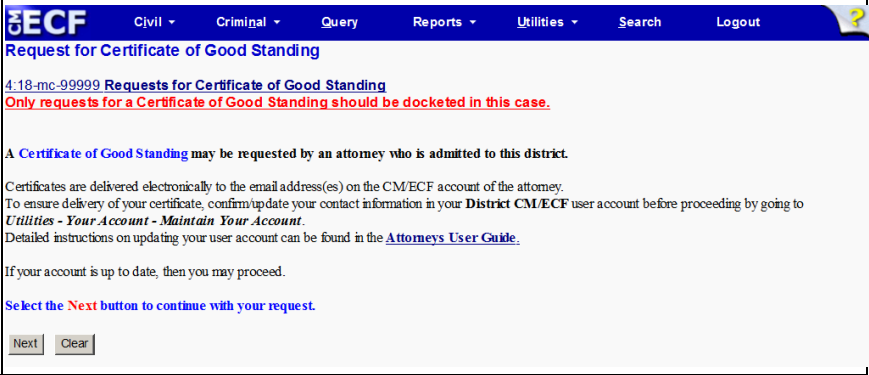
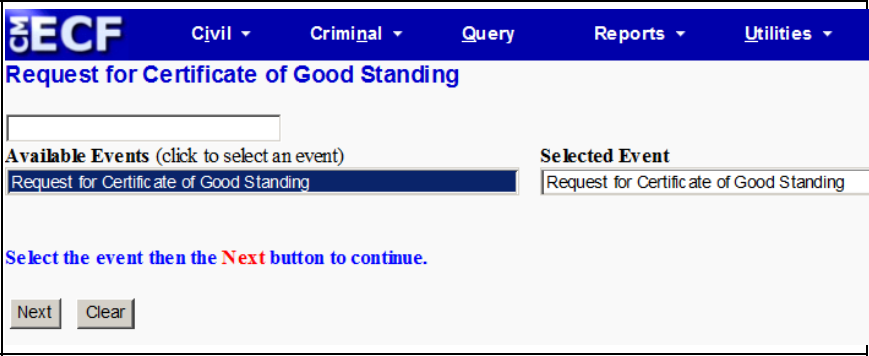
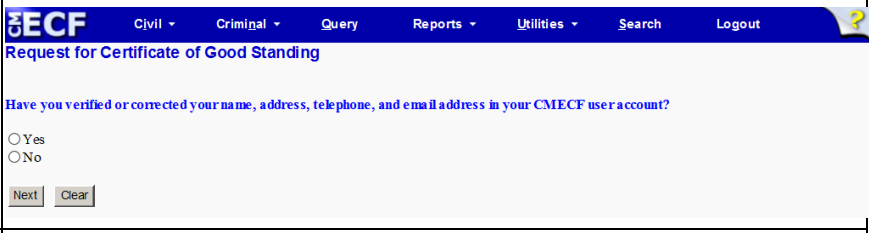
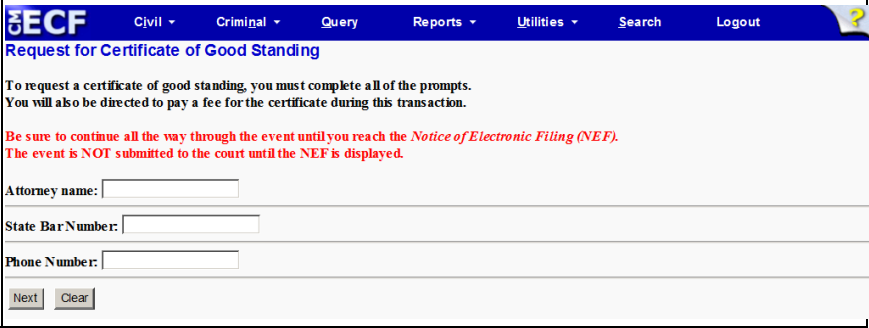

Requirements for requesting and receiving a Certificate of Good Standing are available on the [Certificate of Good Standing](#) page of the court's web site.

Your certificate will be delivered electronically to the email address(es) on your District CM/ECF account. Prior to submitting your request, you must make sure your ECF account information is up to date.




Submission of Request

Follow the steps below to submit to the court your request for Certificate of Good Standing and pay the associated fee through pay.gov.

Step	Screen
<p>Click the link to go to Live District CM/ECF, or enter web address https://ecf.txsd.uscourts.gov/cgi-bin/login.pl</p> <p>The CM/ECF Filer or PACER Login page displays.</p>	
<p>Complete the prompts:</p> <ol style="list-style-type: none"> 1. Enter your District CM/ECF filing login and password. 2. Check the box confirming you understand the redaction rules. 3. Click Login. 	
<p>From the blue menu bar, select Civil > Attorney Admissions > Certificate of Good Standing - Requests.</p>	

Step	Screen
<p>If your District CM/ECF account has your current information, then click Next to continue.</p> <p>Note: Your account must be current prior to proceeding.</p>	
<ol style="list-style-type: none"> Under Available Events, click Request for Certificate of Good Standing, causing it to appear in the Selected Event field. Click Next to continue. 	
<ol style="list-style-type: none"> Answer the question displayed. Click Next to continue. 	
<ol style="list-style-type: none"> Complete all fields displayed with the relevant information. Click Next to continue. 	
<p>Click Next to load the payment processing page - <i>pay.gov</i>.</p>	

Step	Screen																								
<ol style="list-style-type: none"> 1. Enter all of the necessary information associated with the type of payment you are making. 2. Click the Continue button associated with your type of payment. 	<div data-bbox="625 212 1468 285"> <p>System Message</p> <ul style="list-style-type: none"> The system has populated the Payment Date with the next available payment date. </div> <div data-bbox="625 306 1468 783"> <p>Online Payment Return to your originating application</p> <p>Step 1: Enter Payment Information 1 2</p> <p>Pay Via Bank Account (ACH) About ACH Debit</p> <p>Required fields are indicated with a red asterisk *</p> <p>Account Holder Name: <input type="text"/> *</p> <p>Payment Amount: \$19.00</p> <p>Account Type: <input type="text"/> *</p> <p>Routing Number: <input type="text"/> *</p> <p>Account Number: <input type="text"/> *</p> <p>Confirm Account Number: <input type="text"/> *</p> <p>Check Number: <input type="text"/></p> <p style="text-align: center;"> Routing Number Account Number Check Number </p> <p style="text-align: center;"> 0269467631 9243767390 1234 </p> <p>Payment Date: 01/03/2018</p> <p>Select the "Continue with ACH Payment" button to continue to the next step in the ACH Debit Payment Process.</p> <p style="text-align: center;"> <input type="button" value="Continue with ACH Payment"/> <input type="button" value="Cancel"/> </p> </div> <div data-bbox="625 804 1468 1276"> <p>Pay Via Plastic Card (PC) (ex: American Express, Discover, Mastercard, VISA)</p> <p>Required fields are indicated with a red asterisk *</p> <p>Account Holder Name: <input type="text"/> *</p> <p>Payment Amount: \$19.00</p> <p>Billing Address: <input type="text"/> *</p> <p>Billing Address 2: <input type="text"/></p> <p>City: <input type="text"/></p> <p>State / Province: <input type="text"/></p> <p>Zip / Postal Code: <input type="text"/></p> <p>Country: <input type="text"/> United States *</p> <p>Card Type: <input type="text"/> * </p> <p>Card Number: <input type="text"/> * (Card number value should not contain spaces or dashes)</p> <p>Security Code: <input type="text"/> * Help finding your security code</p> <p>Expiration Date: <input type="text"/> / <input type="text"/> *</p> <p>Select the "Continue with Plastic Card Payment" button to continue to the next step in the Plastic Card Payment Process.</p> <p style="text-align: center;"> <input type="button" value="Continue with Plastic Card Payment"/> <input type="button" value="Cancel"/> </p> </div> <div data-bbox="625 1297 1468 1350"> <p>Note: Please avoid navigating the site using your browser's Back Button - this may lead to incomplete data being transmitted and pages being loaded incorrectly. Please use the links provided whenever possible.</p> </div>																								
<ol style="list-style-type: none"> 1. Enter an email address. 2. Check the authorization check box. 3. Click Submit Payment. 	<div data-bbox="625 1360 1468 1913"> <p>Online Payment Return to your originating application</p> <p>Step 2: Authorize Payment 1 2</p> <p>Payment Summary Edit this information</p> <table border="1" data-bbox="641 1434 1451 1633"> <thead> <tr> <th>Address Information</th> <th>Account Information</th> <th>Payment Information</th> </tr> </thead> <tbody> <tr> <td>Account Holder Name:</td> <td>Card Type: Visa</td> <td>Payment Amount: \$19.00</td> </tr> <tr> <td>Billing Address:</td> <td>Card Number: *****1111</td> <td>Transaction Date 01/02/2018 11:44 and Time: EST</td> </tr> <tr> <td>Billing Address 2:</td> <td></td> <td></td> </tr> <tr> <td>City:</td> <td></td> <td></td> </tr> <tr> <td>State / Province:</td> <td></td> <td></td> </tr> <tr> <td>Zip / Postal Code:</td> <td></td> <td></td> </tr> <tr> <td>Country:</td> <td></td> <td></td> </tr> </tbody> </table> <p>Email Confirmation Receipt</p> <p>To have a confirmation sent to you upon completion of this transaction, provide an email address and confirmation below.</p> <p>Email Address: <input type="text"/></p> <p>Confirm Email Address: <input type="text"/></p> <p>CC: <input type="text"/> <small>Separate multiple email addresses with a comma</small></p> <p>Authorization and Disclosure</p> <p>Required fields are indicated with a red asterisk *</p> <p>I authorize a charge to my card account for the above amount in accordance with my card issuer agreement. <input type="checkbox"/> *</p> <p>Press the "Submit Payment" Button only once. Pressing the button more than once could result in multiple transactions.</p> <p style="text-align: center;"> <input type="button" value="Submit Payment"/> <input type="button" value="Cancel"/> </p> </div> <div data-bbox="625 1923 1468 1976"> <p>Note: Please avoid navigating the site using your browser's Back Button - this may lead to incomplete data being transmitted and pages being loaded incorrectly. Please use the links provided whenever possible.</p> </div>	Address Information	Account Information	Payment Information	Account Holder Name:	Card Type: Visa	Payment Amount: \$19.00	Billing Address:	Card Number: *****1111	Transaction Date 01/02/2018 11:44 and Time: EST	Billing Address 2:			City:			State / Province:			Zip / Postal Code:			Country:		
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Step	Screen
Click Next to continue to the Notice of Electronic Filing (NEF).	
Click Next to continue to the NEF.	
Click Next to commit the transaction to CM/ECF and continue to the NEF.	
<p>The Notice of Electronic Filing (NEF) displays.</p> <p>Your request has been submitted to the court.</p>	