



Registering for eDCA

This secure system will be open to anyone who desires to register for access. Each registrant will have access only to documents in cases for which they are listed as a attorney/party. The registration process is simple and straight-forward. If you are not

yet registered simply click on the “Registration” link on the eDCA webpage. This screen will be presented. Simply fill out all the required information noting that the e-mail address and password you provide will be your login credentials for all future access to the site. **You are responsible for the security of your password.**

A screenshot of a web browser window displaying the registration form for the First District Court of Appeal. The browser title is "Registration - Windows Internet Explorer" and the address bar shows "http://edca.idca.org/Registration.aspx". The form is titled "First District Court of Appeal Electronic Filing Registration". It contains several input fields: "Name" (with sub-fields for Prefix, First, Middle, Last, and Suffix), "Firm/Company:" and "Title:", "Address:", "City/State/Zip:", "Phone No.:", "Fax No.:", "Email:", "Bar No.:", "DC No.:", "Password:", and "Re-Enter Password:". Below the form, there is a checkbox for "I would like to receive email notification (eService) of Court Orders" which is checked. A note states: "In the future, the First District Court of Appeal will have the capacity to service documents to you electronically using eDCA. We must have your authorization to allow documents to be serviced to you electronically. Check the box below if you authorize." Below this is a "Password reminder" section with a dropdown menu showing "What is the name of your High school?" and an "Answer:" field. At the bottom, there is a "Submit" button and a line of text: "I hereby submit my registration application for electronic access to eDCA."

After submitting the information your registration will become active after it has been reviewed by the court. Upon full activation you will receive an e-mail at the address you used to register. You will then have access to the

available documents for any case where you are listed as a party. Additionally, you will have access to file documents of approved types in those cases. Initially, only briefs, petitions, responses to petitions, replies to petitions, and appendices to these documents may be e-filed in this manner but in the future the accepted e-filings will be expanded to allow additional filing types.