

# eAccess

## Registration Manual for Practitioners



United States Tax Court  
Washington, D.C.  
January 2009

# Practitioner Access - Registration

The screenshot shows the United States Tax Court website's eAccess registration page. At the top, there is a navigation menu with links for About the Court, Today's Opinions, Opinions Search, Docket Inquiry, Final Status Report, eAccess, Forms, Judges, Rules, Press Releases, Telephone Numbers, Fees/Charges, Taxpayer Information, Clinics/Student Practice/Pro Bono, Employment, and Help. Below the menu, the court's name and address are displayed: "United States Tax Court, 400 Second Street, NW, Washington, DC 20217 Telephone: 202-521-0700". The page is dated Friday, September 5, 2008.

## eAccess

The Court offers public online access to opinions, orders, decisions, and docket sheets. The general public may access these types of documents electronically through the Docket Inquiry and Opinion Search features on the Court's Web site. The Court also provides full public access to its records at the Clerk's Office during regular business hours.

As provided by Rule 27(b)(1) of the Tax Court Rules of Practice and Procedure, the Court has developed an electronic access (eAccess) system allowing petitioners, intervenors, and certain other participants (referred to here as "petitioners") and persons admitted to practice before the Tax Court (referred to here as "practitioners") in Tax Court cases to electronically view documents in their case or cases. The eAccess system has two components--the Petitioner Access and the Practitioner Access--through which petitioners and practitioners may register for online access to information and documents.

The Tax Court does not impose user fees or charge to view, save, or print documents. Each registered party may electronically view each document three times through eAccess. For example, a husband and wife who jointly file a pro se petition and register individually for eAccess would each have three views of all documents in their case. If twelve attorneys who are registered as practitioners in eAccess file a petition or enter appearances on behalf of a petitioner, such as an individual, business, or estate, all would share three views of each document in the case. Further, a petitioner who is represented by a practitioner may register with eAccess, but he and his practitioner would share three views of each document. Registered attorneys representing respondent would also share three views of each document in a case.

After a party has viewed a document three times through eAccess, the document is no longer accessible to that party through eAccess. A document may be saved or printed, however, each time it is viewed through eAccess, and parties are encouraged to do so. Documents available to the public through Docket Inquiry or Opinions Search--opinions, orders, and decisions--may be viewed an unlimited number of times.

For further details on the eAccess service, please consult the [eAccess Guide for Petitioners and Practitioners](#).

### \*Registration Information:

The Court mails self-represented (pro se) petitioners a Notice of Receipt of Petition upon the filing of a case. For cases filed on or after <DATE>, registration instructions are included with the Notice. Pro se petitioners who started a case after March 1, 2008, but before <DATE>, may obtain registration instructions by sending a letter to the Clerk of the Court or completing the online Petitioner Access Registration Request Form. Petitioners represented by a practitioner may also request instructions and register to use the Petitioner Access, but they should first consult their representative. Petitioners should include the docket numbers assigned to them on all correspondence.

The Court's Admissions Section mails newly admitted practitioners the registration instructions in their Certificates of Admission package. Unregistered practitioners may request registration instructions by contacting the Admissions Section.

- >> [eAccess Registration Guide for Petitioners](#)
- >> [eAccess Registration Guide for Practitioners](#)
- >> [eAccess Guide for Petitioners and Practitioners](#)
- >> [Terms of Use](#)
- >> [Petitioner Access Request Form](#)
- >> [eAccess Support Form](#)

Register\* for or Log in to [PetitionerAccess](#) Register\* for or Log in to [PractitionerAccess](#)

To contact the Webmaster for technical issues or problems with the Web site, send an e-mail to [webmaster@ustaxcourt.gov](mailto:webmaster@ustaxcourt.gov). For your information, no documents can be filed with the Court at this or any other e-mail address. For all non-technical questions, including procedural, case-related, or general questions about the Court, you must contact the Office of the Clerk of the Court at (202) 521-0700 or by postal mail at U.S. Tax Court, 400 Second Street, N.W., Washington, DC 20217, Attention: Office of the Clerk of the Court.

**Last updated:** September 5, 2008

1. Open your Web browser, such as Microsoft Internet Explorer, and browse to the Court's eAccess Web page, [http://www.ustaxcourt.gov/electronic\\_access.htm](http://www.ustaxcourt.gov/electronic_access.htm). Click on the button labeled "Practitioner Access" near the bottom-right corner of the page.

## Practitioner Access - Registration

UNITED STATES TAX COURT

About the Court Today's Opinions Opinions Search Docket Inquiry Final Status Report eAccess Forms Judges  
Rules Press Releases Telephone Numbers Fees/Charges Taxpayer Information Clinics/Student Practice/Pro Bono Employment Help

United States Tax Court, 400 Second Street, NW, Washington, DC 20217 Telephone: (202) 521-0700

You are here » Home » Practitioner Access - Logon Name Wednesday, September 3, 2008

[For more information or for assistance with registration, please click here](#)

**Please enter your user name:**

\* User Name   
forgot your user name?  
(\* = Required Field)

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To contact the Webmaster for technical issues or problems with the Web site, send an e-mail to [webmaster@ustaxcourt.gov](mailto:webmaster@ustaxcourt.gov). For your information, no documents can be filed with the Court at this or any other e-mail address. For all non-technical questions, including procedural, case-related, or general questions about the Court, you must contact the Office of the Clerk of the Court at (202) 521-0700 or by postal mail at U.S. Tax Court, 400 Second Street, N.W., Washington, DC 20217, Attention: Office of the Clerk of the Court.

2. Log into Practitioner Access by first typing in the temporary "User Name" from the letter sent by the Tax Court. The User Name must be typed in ALL CAPS. It may contain the letter "O", but will not contain the number zero ("0").

Click the "Submit" button.

The system validates the user name and continues to the next step.

# Practitioner Access - Registration

The screenshot shows the United States Tax Court website interface. At the top, there is a navigation menu with links for 'About the Court', 'Today's Opinions', 'Opinions Search', 'Docket Inquiry', 'Final Status Report', 'eAccess', 'Forms', and 'Judges'. Below this is a secondary menu with 'Rules', 'Press Releases', 'Telephone Numbers', 'Fees/Charges', 'Taxpayer Information', 'Clinics/Student Practice/Pro Bono', 'Employment', and 'Help'. A banner below the menu provides the court's address and telephone number: 'United States Tax Court, 400 Second Street, NW, Washington, DC 20217 Telephone: (202) 521-0700'. The breadcrumb trail indicates the user is in 'Practitioner Access - Logon Password'. The date is 'Wednesday, September 3, 2008'. A link for more information is provided: 'For more information or for assistance with registration, please click here'. The main content area is titled 'Please enter your password:' and contains a password input field with a red asterisk indicating it is required. Below the field is a 'forgot your password?' link. There are 'Submit' and 'Clear' buttons. At the bottom, there is a footer with the text: 'Generated by Blackstone ... The Judicial System © 2008 All Rights Reserved, CMC Software'. A disclaimer at the very bottom states: 'To contact the Webmaster for technical issues or problems with the Web site, send an e-mail to webmaster@ustaxcourt.gov. For your information, no documents can be filed with the Court at this or any other e-mail address. For all non-technical questions, including procedural, case-related, or general questions about the Court, you must contact the Office of the Clerk of the Court at (202) 521-0700 or by postal mail at U.S. Tax Court, 400 Second Street, N.W., Washington, DC 20217, Attention: Office of the Clerk of the Court.'

3. Enter the password that was mailed to you and click “Submit”. The password must be typed in ALL CAPS. It may contain the letter “O”, but will not contain the number zero (“0”).

The system validates the password and continues to the next step.

# Practitioner Access - Registration

The screenshot shows the registration page for the United States Tax Court. At the top, there is a navigation menu with links for 'About the Court', 'Today's Opinions', 'Opinions Search', 'Docket Inquiry', 'Final Status Report', 'eAccess', 'Forms', and 'Judges'. Below this is a secondary menu with 'Rules', 'Press Releases', 'Telephone Numbers', 'Fees/Charges', 'Taxpayer Information', 'Clinics/Student Practice/Pro Bono', 'Employment', and 'Help'. The page header includes the court's name, address, and phone number, along with the date 'Wednesday, September 3, 2008'. The main content area is titled 'Practitioner Access - Required Information' and shows a form for Samuel Goodwin, with a Tax Court Bar No. of GS0520. The form asks for a new user name and password, email address, business phone number, and consent to eService, eFiling, and information e-mails. It also includes fields for bar state and registration number. A 'Submit' button and a 'Clear' button are at the bottom of the form. The footer of the page reads 'Generated by Blackstone ... The Judicial System © 2008 All Rights Reserved, CMC Software'.

United States Tax Court  
United States Tax Court, 400 Second Street, NW, Washington, DC 20217 Telephone: (202) 521-0700  
Wednesday, September 3, 2008

You are here » Home » Practitioner Access - Required Information

For more information or for assistance with registration, please click here

Practitioner Samuel Goodwin Tax Court Bar No. GS0520

Please enter the following information:

\* User Name practitioner01

\* New Password ●●●●●●●●

\* Confirm New Password ●●●●●●●●

\* Email Address sgoodwin@demo.com

\* Confirm Email Address sgoodwin@demo.com

\* Business Phone Number 1234567890 (10 digits only)

\* Consent to eService? Yes

\* Consent to eFiling? Yes

\* Consent to information e-mails from the Court? Yes

\* Bar State 1 / Bar-Reg. No. Washington, D.C. / 123456789

Bar State 2 / Bar-Reg. No. /

Bar State 3 / Bar-Reg. No. /

(\* = Required Field)

Submit

Clear

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- Complete the form by typing a new user name and a new password. Both are case-sensitive and must be at least eight characters in length. A user name that contains fewer than ten characters must contain at least one number. The password must contain both letters and numbers. No symbols (\* # \_ -) or punctuation (? ; ; .) are allowed. You are required to enter an e-mail address and business phone number. Attorneys must enter at least one bar/registration state and bar/registration number. The bar number box may be left blank if the state bar to which you are admitted does not assign bar numbers. The e-mail address entered will be used to complete the registration process so it must be a valid address.

You may elect to receive electronic service (eService) in all cases by choosing “Yes” at the “Consent to eService” option. This constitutes consent to electronic service of documents by the Court. You may rescind your consent after registration by clicking the Update Info link and changing the selection to “No”.

When complete, click “Submit”.

# Practitioner Access - Registration

**UNITED STATES TAX COURT**

About the Court | Today's Opinions | Opinions Search | Docket Inquiry | Final Status Report | eAccess | Forms | Judges  
Rules | Press Releases | Telephone Numbers | Fees/Charges | Taxpayer Information | Clinics/Student Practice/Pro Bono | Employment | **Help**

United States Tax Court, 400 Second Street, NW, Washington, DC 20217 Telephone: (202) 521-0700

You are here » Home » Practitioner Access - Required Information Wednesday, September 3, 2008

[For more information or for assistance with registration, please click here](#)

**Practitioner** Samuel Goodwin **Tax Court Bar No.** GS0520

### Select a Security Image


You must select a Security Image. The Security Image will be displayed during the login process after you enter your username but before you enter your password.

1. Select a Category:

2. Click one of the 16 images on the right side of the screen. You can change your selection by clicking on a different image.

3. Your selected image will appear below. Click the "Select this image" button that appears next to your selected image below to finalize your selection.

**During the logon process, if the image you selected does not appear after you enter your user name, do NOT enter your password!**



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5. You must select a security image. Choose a category of images, such as Agriculture, Landmarks, National Parks, etc., from the drop down list to display the images in that category. You will see 16 random images on the right side of the screen. Click on an image to select it and continue to the next step.

# Practitioner Access - Registration

**UNITED STATES TAX COURT**

About the Court | Today's Opinions | Opinions Search | Docket Inquiry | Final Status Report | eAccess | Forms | Judges  
Rules | Press Releases | Telephone Numbers | Fees/Charges | Taxpayer Information | Clinics/Student Practice/Pro Bono | Employment | **Help**

United States Tax Court, 400 Second Street, NW, Washington, DC 20217 Telephone: (202) 521-0700

You are here » Home » Practitioner Access - Required Information Wednesday, September 3, 2008

[For more information or for assistance with registration, please click here](#)

Practitioner Samuel Goodwin Tax Court Bar No. GS0520


### Select a Security Image





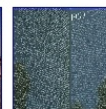











You must select a Security Image. The Security Image will be displayed during the login process after you enter your username but before you enter your password.

1. Select a Category:

2. Click one of the 16 images on the right side of the screen. You can change your selection by clicking on a different image.

3. Your selected image will appear below. Click the "Select this image" button that appears next to your selected image below to finalize your selection.





During the logon process, if the image you selected does not appear after you enter your user name, do NOT enter your password!

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6. When you see the selected image displayed in the large box on the left side of the screen, confirm your choice by clicking on the "Select this image" button.
- Your computer's settings may not allow you to see the desired image next to the "Select this image" button. If this happens, click the "Select this image" button and the image will appear on the next Web page.

## Practitioner Access - Registration

**UNITED STATES TAX COURT**

About the Court Today's Opinions Opinions Search Docket Inquiry Final Status Report eAccess Forms Judges  
Rules Press Releases Telephone Numbers Fees/Charges Taxpayer Information Clinics/Student Practice/Pro Bono Employment **Help**

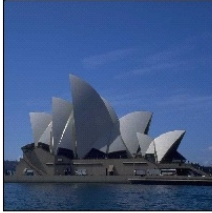
United States Tax Court, 400 Second Street, NW, Washington, DC 20217 Telephone: (202) 521-0700

You are here » Home » Practitioner Access - Required Information Wednesday, September 3, 2008

For more information or for assistance with registration, please click here

Practitioner Samuel Goodwin Tax Court Bar No. GS0520

**Please enter a description for your Security Image:**



Sydney Opera House

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7. After you have selected a security image, you must enter a description of the image and click "Save Description".

When you log into Practitioner Access after registering, you should see the image you selected and the description you entered. If you see something different, do NOT type in your password.



# Practitioner Access - Registration

UNITED STATES TAX COURT

About the Court Today's Opinions Opinions Search Docket Inquiry Final Status Report eAccess Forms Judges  
Rules Press Releases Telephone Numbers Fees/Charges Taxpayer Information Clinics/Student Practice/Pro Bono Employment Help

United States Tax Court, 400 Second Street, NW, Washington, DC 20217 Telephone: (202) 521-0700

You are here » Home » Practitioner Access - Required Information Wednesday, September 3, 2008

For more information or for assistance with registration, please click here

Practitioner Samuel Goodwin Tax Court Bar No. GS0520

### Select a Security Question

You must select a Security Question. The Security Question will be displayed during the login process when you logon a computer that you have not logged on before.

1. Select a Question:

2. Enter your answer:

3. Click this button:

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8. You must also select a security question. First pick a question from the drop-down list, then enter your answer to the question. Finally, click the "Save this question and answer" button.

When you log into Practitioner Access after registering, you must provide the answer to your security question exactly as you typed it. For example, if you selected the "Where were you born" question and typed "New York, NY" as the answer, you would not be able to log in if you typed "New York", "new york, ny" or "New York, N.Y."

# Practitioner Access - Registration

The screenshot shows the United States Tax Court website. At the top, there is a navigation menu with links: About the Court, Today's Opinions, Opinions Search, Docket Inquiry, Final Status Report, eAccess, Forms, Judges, Rules, Press Releases, Telephone Numbers, Fees/Charges, Taxpayer Information, Clinics/Student Practice/Pro Bono, Employment, and Help. Below the menu is a header with the text: "United States Tax Court, 400 Second Street, NW, Washington, DC 20217 Telephone: (202) 521-0700". The date "Wednesday, September 3, 2008" is displayed on the right. The main content area is titled "Confirmation of email address" and contains the following text:

**Confirmation of email address**

You have been sent an email that contains a Confirmation Code that must be entered the next time you log into Practitioner Access to activate your account.

After receiving this email, log into Practitioner Access using your new user name and password that you created during the registration process. You will then be required to enter your Confirmation Code that is in the email.

The entry of the Confirmation Code only needs to be done once to activate your account.

If you do not receive this email, log back into Practitioner Access using the user name and password that was mailed to you.

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9. Once you have submitted the registration information, an e-mail message from [psa@ustaxcourt.gov](mailto:psa@ustaxcourt.gov) is sent automatically to the e-mail address you entered in step 4. The message contains a Confirmation Code that must be entered to activate your account the next time you log into Practitioner Access.

If you do not receive the message, your junk e-mail filter may be blocking it. Look for the message in your junk e-mail folder or try adding [psa@ustaxcourt.gov](mailto:psa@ustaxcourt.gov) to your list of trusted senders.

## Practitioner Access - Logging On

The screenshot shows the United States Tax Court website's Practitioner Access login page. At the top, there is a navigation menu with links: About the Court, Today's Opinions, Opinions Search, Docket Inquiry, Final Status Report, eAccess, Forms, Judges, Rules, Press Releases, Telephone Numbers, Fees/Charges, Taxpayer Information, Clinics/Student Practice/Pro Bono, Employment, and Help. Below the menu, the website's name and address are displayed: "United States Tax Court, 400 Second Street, NW, Washington, DC 20217 Telephone: (202) 521-0700". The current date is "Wednesday, September 3, 2008". The page title is "Practitioner Access - Logon Name". A link for more information is provided: "For more information or for assistance with registration, please click here". The main content area prompts the user to "Please enter your user name:" and features a text input field containing "practitioner01". A red asterisk indicates a required field, and a link "forgot your user name?" is available. Below the input field are "Submit" and "Clear" buttons. At the bottom, there is a footer with the text: "Generated by Blackstone ... The Judicial System © 2008 All Rights Reserved, CMC Software". A contact information paragraph is also present: "To contact the Webmaster for technical issues or problems with the Web site, send an e-mail to webmaster@ustaxcourt.gov. For your information, no documents can be filed with the Court at this or any other e-mail address. For all non-technical questions, including procedural, case-related, or general questions about the Court, you must contact the Office of the Clerk of the Court at (202) 521-0700 or by postal mail at U.S. Tax Court, 400 Second Street, N.W., Washington, DC 20217, Attention: Office of the Clerk of the Court."

10. Open your Web browser, such as Microsoft Internet Explorer, and browse to the Court's eAccess Web page, [http://www.ustaxcourt.gov/electronic\\_access.htm](http://www.ustaxcourt.gov/electronic_access.htm). Click on the button labeled "Practitioner Access" near the bottom-right corner of the page. Log into Practitioner Access by typing the User Name you created during registration, then clicking on the "Submit" button.

## Practitioner Access - Logging On

### Forgot User Name

**Tax Court Bar Number:**

**Enter your Tax Court Bar Number and click Submit.  
Your User Name will be emailed to you.**

If you forget your user name, click on the "forgot your user name?" link to display the "Forgot User Name" page. Enter your Tax Court Bar Number then click on the "Submit" button and the system will automatically send you an e-mail message containing your user name.

# Practitioner Access - Logging On

The screenshot shows the United States Tax Court website interface. At the top, there is a navigation menu with links: About the Court, Today's Opinions, Opinions Search, Docket Inquiry, Final Status Report, eAccess, Forms, Judges, Rules, Press Releases, Telephone Numbers, Fees/Charges, Taxpayer Information, Clinics/Student Practice/Pro Bono, Employment, and Help. Below the menu, the website's name and address are displayed: "United States Tax Court, 400 Second Street, NW, Washington, DC 20217 Telephone: (202) 521-0700". The current page is "Practitioner Access - Logon Question" and the date is Thursday, September 4, 2008.

The main content area contains a security question: "What is your favorite color?". The answer "blue" is entered in the text field. Below the text field is a checkbox labeled "Check this box to not ask this question on this computer for future logons." and a "Submit" button. A "Clear" button is also present.

At the bottom of the form, there is a footer: "Generated by Blackstone ... The Judicial System © 2008 All Rights Reserved, CMC Software". Below the footer, there is a contact information block: "To contact the Webmaster for technical issues or problems with the Web site, send an e-mail to webmaster@ustaxcourt.gov. For your information, no documents can be filed with the Court at this or any other e-mail address. For all non-technical questions, including procedural, case-related, or general questions about the Court, you must contact the Office of the Clerk of the Court at (202) 521-0700 or by postal mail at U.S. Tax Court, 400 Second Street, N.W., Washington, DC 20217, Attention: Office of the Clerk of the Court."

11. Type the answer to your security question exactly as you typed it during registration. For example, if you selected the “Where were you born” question and typed “New York, NY” as the answer, you must type “New York, NY” as the answer. Click the “Submit” button.

If you do not want to answer the security question for each subsequent log in on the current computer, you may check the box below the security answer block and you will not be prompted to answer the security question on subsequent log ins.

# Practitioner Access - Logging On

**UNITED STATES TAX COURT**

About the Court Today's Opinions Opinions Search Docket Inquiry Final Status Report eAccess Forms Judges  
Rules Press Releases Telephone Numbers Fees/Charges Taxpayer Information Clinics/Student Practice/Pro Bono Employment **Help**


United States Tax Court, 400 Second Street, NW, Washington, DC 20217 Telephone: (202) 521-0700

You are here » Home » Practitioner Access - Logon Password Friday, September 5, 2008

[For more information or for assistance with registration, please click here](#)

**If you do not recognize your security image and/or security image description, do NOT enter your Password below.**

\* Password   
forgot your password?  
(\* = Required Field)



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12. If you see the security image you selected and the description you typed during registration, type your new password and click the "Submit" button to continue.

## Practitioner Access - Logging On



USTC Practitioner Services - Windows Internet Explorer

### Forgot Password

User Name:

Enter your User Name and click Submit.  
Your Password will be emailed to you.

If you forget your password, click on the “forgot your password?” link to display the “Forgot Password” page. Enter your User Name and click on the “Submit” button. The system will automatically send you an e-mail message containing the password.

## Practitioner Access - Logging On

The screenshot shows the United States Tax Court website's Practitioner Access Logon Confirmation Code page. The header includes the court's name and a navigation menu with links such as 'About the Court', 'Today's Opinions', 'Opinions Search', 'Docket Inquiry', 'Final Status Report', 'eAccess', 'Forms', 'Judges', 'Rules', 'Press Releases', 'Telephone Numbers', 'Fees/Charges', 'Taxpayer Information', 'Clinics/Student Practice/Pro Bono', 'Employment', and 'Help'. Below the header, the page title is 'United States Tax Court, 400 Second Street, NW, Washington, DC 20217 Telephone: (202) 521-0700'. The main content area contains instructions for entering the confirmation code and a form with a 'Submit' button and a 'Clear' button. The footer includes contact information for the Webmaster and the Office of the Clerk of the Court.

**UNITED STATES TAX COURT**

United States Tax Court, 400 Second Street, NW, Washington, DC 20217 Telephone: (202) 521-0700

You are here » Home » Practitioner Access - Logon Confirmation Code

Wednesday, September 3, 2008

[For more information or for assistance with registration, please click here](#)

**Please enter your Confirmation Code that was emailed to you.**

You were sent an email that contains a Confirmation Code that must be entered below to activate your account.

If you did not receive an email with your Confirmation Code, log back into Practitioner Access using the user name and password that was mailed to you on paper and re-enter your registration information.

\* Confirmation Code

(\* = Required Field)

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13. Enter the Confirmation Code from the e-mail message, then click the "Submit" button to activate your account.

You have successfully registered and may now use Practitioner Access.



# Practitioner Access - Terms of Use

The screenshot displays the United States Tax Court website interface. At the top, there is a navigation menu with links for 'About the Court', 'Today's Opinions', 'Opinions Search', 'Docket Inquiry', 'Final Status Report', 'eAccess', 'Forms', and 'Judges'. Below this, a secondary menu includes 'Rules', 'Press Releases', 'Telephone Numbers', 'Fees/Charges', 'Taxpayer Information', 'Clinics/Student Practice/Pro Bono', 'Employment', and 'Help'. The main header identifies the court as 'United States Tax Court, 400 Second Street, NW, Washington, DC 20217 Telephone: (202) 521-0700' and shows the date 'Thursday, September 4, 2008'.

Two browser windows are overlaid on the main page. The left window, titled 'USTC Practitioner Access - Windows Internet Explorer', shows a registration form with the following text: 'Since this is the first time viewing documents, you must agree to the Terms of Use by clicking the check box and typing your name in the signature field below. This is a one-time occurrence.' The form includes a checkbox for 'Agree with Terms of Use', a signature field, and a 'Submit' button. A 'Print Window' link is also visible.

The right window, also titled 'USTC Practitioner Access - Windows Internet Explorer', displays the 'TERMS OF USE' page. It begins with a paragraph explaining that acceptance of the Terms of Use constitutes an agreement to abide by all Court Rules, policies, and procedures. It then lists several key points under 'Acknowledgment of Policies and Procedures':

- I understand that:
  - I must provide accurate and complete information in registering for electronic access and filing. I will promptly notify the Court of any changes to that information.
  - Registration is for my use only, and I am responsible for preventing unauthorized use of my User ID and password. If I believe there has been unauthorized use, I must notify the Court by completing and submitting the online eAccess Support form.

The United States Tax Court reserves the right to:

- Deny or suspend access or filing privileges to any individual if any part of the information provided to the Court as part of the registration process is fraudulent. Information may be turned over to law enforcement authorities.
- Suspend or reduce access or filing privileges to any individual whose usage causes an unacceptable level of congestion or a disruption to the operations of the Court or another registered individual.
- Suspend access or filing privileges at any time the Court determines the action is necessary to prevent fraud or maintain the security of its computer systems and networks.
- Terminate access or filing privileges that, in the judgment of Tax Court personnel, are being misused. Misuse includes, but is not limited to, using an automated process to access repeatedly docket records for purposes of collecting case information.

At the bottom of the Terms of Use page, there are 'Print Window' and 'Close Window' links.

You must agree to the Terms Of Use (TOU) before you are allowed to view documents. This is a one-time occurrence. Click in the check box and type your name in the signature block. Clicking the blue text "Click here to view our Terms of Use" will open the TOU in a new window. To print the TOU, click the blue "Print Window" text at the bottom of the window.

Click the Submit button to accept the TOU.

## Practitioner Access - Electronic Service (eService)

The screenshot shows the United States Tax Court eService interface. At the top, there is a navigation menu with links for About the Court, Today's Opinions, Opinions Search, Docket Inquiry, Final Status Report, eAccess, Forms, and Judges. Below this is a secondary menu with links for Rules, Press Releases, Telephone Numbers, Fees/Charges, Taxpayer Information, Clinics/Student Practice/Pro Bono, Employment, and Help. The main header identifies the United States Tax Court, its address (400 Second Street, NW, Washington, DC 20217), and telephone number (202) 521-0700. The user is logged in as Samuel Goodwin, with Tax Court Bar No. GS0520. A message states "There are 4 unviewed Service Documents." Below this is a table with the following data:

Service Date	Docket Number	Caption	Document Type	Service Document
01/8/2009	8535-08S	Douglas Gene Hall	MOTR-GR	<a href="#">View 5</a>
01/8/2009	6742-08	William J. Denahy	MOTR-GR	<a href="#">View 5</a>
01/8/2009	4654-08	David A. Rambow	MOTR-GR	<a href="#">View 5</a>
01/8/2009	2367-08S	John Artz	MOTR-GR	<a href="#">View 5</a>

Below the table, there is a note: "Adobe Acrobat Reader is required to view and print documents. Adobe Acrobat Reader can be obtained free of charge from www.adobe.com." At the bottom, there is a footer: "Generated by Blackstone ... The Judicial System © 2008 All Rights Reserved, CMC Software." A contact information section at the very bottom provides an email address (webmaster@ustaxcourt.gov) and a postal address (U.S. Tax Court, 400 Second Street, N.W., Washington, DC 20217).

If you consented to receive eService, you will see a list of unviewed service documents in your cases after successfully logging in. The “Service Document” column contains a button labeled “View” and the number of pages in the served document. To view the document, click the “View” button. Documents are in portable document format (PDF) and require Adobe Acrobat Reader or equivalent to view them.

Each registered party (counsel and client) may electronically view each document three times through eAccess. You, your client, and co-counsel, if any, will share three views. When the views are exhausted, the document may no longer be viewed through eAccess. A document may be saved or printed, however, each time it is viewed through eAccess, and you are encouraged to do so. Documents available to the public through Docket Inquiry or Opinions Search--docket sheets, opinions, orders, and decisions--may be viewed an unlimited number of times. **The first view of an electronically served document does not count against the allotted three views per document.**

Documents will remain on the list until they are viewed. After a document is viewed, it is removed from the Service Document list.

## Practitioner Access - Electronic Service (eService)

**UNITED STATES TAX COURT**

About the Court | Today's Opinions | Opinions Search | Docket Inquiry | Final Status Report | eAccess | Forms | Judges  
Rules | Press Releases | Telephone Numbers | Fees/Charges | Taxpayer Information | Clinics/Student Practice/Pro Bono | Employment | **Help**

United States Tax Court, 400 Second Street, NW, Washington, DC 20217 Telephone: (202) 521-0700


You are here » Home » **Practitioner Access - My Service** Wednesday, January 7, 2009

[Go to » My Cases, My Service, Case Entry, Party Search, Corporate Search,](#)  
[Go to » Update Info, Change User Name, Change Password, Change Security Image, Change Security Question, Remove Respondent Practitioner](#) [Logout](#)

**For more information, please click here**

Practitioner Samuel Goodwin      Tax Court Bar No. GS0520

**No unviewed Service Documents.**

 Adobe Acrobat Reader is required to view and print documents.  
Adobe Acrobat Reader can be obtained free of charge from [www.adobe.com](http://www.adobe.com).

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If you consented to receive eService, but no documents have been served, you will see the “No unviewed Service Documents” message.

# Practitioner Access - Open Cases

**UNITED STATES TAX COURT**

United States Tax Court, 400 Second Street, NW, Washington, DC 20217 Telephone: (202) 521-0700

Wednesday, September 3, 2008

**Practitioner Samuel Goodwin** Tax Court Bar No. **GS0520**

**You have 2 open cases**

Docket Number	Caption
8535-08 S	Douglas Gene Hall
2367-08 S	John Artz

Results: (1 - 2)

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After successfully logging in, you will see a list of your “open” cases. You may click on the “Closed Cases” link to display only closed cases, or click on the “Open and Closed Cases” link to display all cases (both open and closed).

Clicking the blue docket number will display the docket sheet for that case. You can view the docket information for other cases not displayed in the list by (1) clicking on the “Case Entry” link to search by a case number; (2) clicking on the “Party Search” link to search by party name; or (3) clicking on the “Corporate Search” link to search by corporate name.

# Practitioner Access - Closed Cases

**UNITED STATES TAX COURT**

United States Tax Court, 400 Second Street, NW, Washington, DC 20217 Telephone: (202) 521-0700

Wednesday, September 3, 2008

**Practitioner Samuel Goodwin** Tax Court Bar No. **GS0520**

**You have 2 closed cases**

Docket Number	Caption
6742-07	William J. Denahy
4654-07	David A. Rambow

Results: (1 - 2)

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Clicking on the "Closed Cases" link will display a list of your closed cases. Click on a docket number to view the docket sheet.

Documents may be viewed for 120 days after a case is closed.

## Practitioner Access - Open and Closed Cases

UNITED STATES TAX COURT

[About the Court](#)
[Today's Opinions](#)
[Opinions Search](#)
[Docket Inquiry](#)
[Final Status Report](#)
[eAccess](#)
[Forms](#)
[Judges](#)

[Rules](#)
[Press Releases](#)
[Telephone Numbers](#)
[Fees/Charges](#)
[Taxpayer Information](#)
[Clinics/Student Practice/Pro Bono](#)
[Employment](#)
[Help](#)

United States Tax Court, 400 Second Street, NW, Washington, DC 20217 Telephone: (202) 521-0700

You are here » Home » **Practitioner Access - My Cases** Wednesday, September 3, 2008

[Go to » My Cases, Case Entry, Party Search, Corporate Search,](#)  
[Go to » Update Info, Change User Name, Change Password, Change Security Image, Change Security Question](#) [Logout](#)

[For more information, please click here](#)

Practitioner **Samuel Goodwin** Tax Court Bar No. **GS0520**

[Go to » Open Cases, Closed Cases, Open and Closed Cases](#)

**You have 4 open and closed cases**

Docket Number	Caption	Status
8535-08 S	Douglas Gene Hall	Open
6742-08	William J. Denahy	Closed
4654-08	David A. Rambow	Closed
2367-08 S	John Artz	Open

Results: (1 - 4)

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Clicking on the “Open and Closed Cases” link will display a list of all of your cases (both open and closed). Click on a docket number to view the docket sheet.

## Practitioner Access - Viewing Docket Entries

The screenshot shows the United States Tax Court website's Practitioner Access interface. At the top, there is a navigation menu with links for About the Court, Today's Opinions, Opinions Search, Docket Inquiry, Final Status Report, eAccess, Forms, Judges, Rules, Press Releases, Telephone Numbers, Fees/Charges, Taxpayer Information, Clinics/Student Practice/Pro Bono, Employment, and Help. Below the menu, the page title is "United States Tax Court, 400 Second Street, NW, Washington, DC 20217 Telephone: (202) 521-0700". The date is Wednesday, September 3, 2008. The user is logged in as Samuel Goodwin, Tax Court Bar No. GS0520. The docket number is 8535-08 S, captioned Douglas Gene Hall. The address is 400 2nd Street NW, Washington, DC 20217. There are 7 index entries for this case. A table below lists the docket entries with columns for No., Date, Filings and Proceedings, Action/Status Date, Served, Cer.M, and Document.

No.	Date	Filings and Proceedings	Action/Status Date	Served	Cer.M	Document
0001	04/16/2008	PETITION Filed:Fee Paid		R 04/18/2008		View 2
0002	04/16/2008	DESIGNATION of Trial at Dallas, TX		R 04/18/2008		View 1
0003	04/18/2008	ORDER for Filing Fee on 06/04/07.		B 04/18/2008		n/a
0004	04/18/2008	ORDER that caption of case is amended.		B 04/18/2008		n/a
0005	06/18/2008	ANSWER (C/S 06/15/07).				View 36
0006	07/13/2008	ORDER OF DISMISSAL ENTERED, Judge Colvin. FOR LOJ.	ORD 09/24/2008	B 07/13/2008		n/a
0007	08/24/2008	ORDER, that order of dismissal entered 7-13-07 is vacated.		B 09/27/2008		n/a

In addition to information on parties, participants, and practitioners in the case, the docket sheet contains the Case Index--a list of all filings and proceedings in the case. Docket records are updated Monday through Friday at 6:00 p.m. Eastern Time.

- To view party, participant, and attorney information, click the "Go to" or the "Case Parties" hyperlinks below the docket number.
- Click the "View/Print Docket Sheet" button to open a printer friendly version.
- For documents filed after March 1, 2008 (in cases commenced after 2004), the "Document" column contains a "View" hyperlink and the number of pages of the filed document. To view a document, click the hyperlink. For example, to view the Answer, index entry no. 0005, in the picture above, click the "View 36" hyperlink. Documents are in portable document format (PDF) and require Adobe Acrobat Reader or equivalent to view them.

**Each registered party (counsel and client) may electronically view each document three times through eAccess. You, your client, and co-counsel, if any, will share three views. When the views are exhausted, the document may no longer be viewed through eAccess. A document may be saved or printed, however, each time it is viewed through eAccess, and you are encouraged to do so. Documents available to the public through Docket Inquiry or Opinions Search--opinions, orders, and decisions--may be viewed an unlimited number of times. The first view of an electronically served document does not count against the allotted three views per document.**

## Practitioner Access - Case Entry

UNITED STATES TAX COURT

About the Court Today's Opinions Opinions Search Docket Inquiry Final Status Report eAccess Forms Judges  
Rules Press Releases Telephone Numbers Fees/Charges Taxpayer Information Clinics/Student Practice/Pro Bono Employment Help

United States Tax Court, 400 Second Street, NW, Washington, DC 20217 Telephone: (202) 521-0700

You are here » Home » Practitioner Access - Case Entry Wednesday, September 3, 2008

Go to » My Cases, Case Entry, Party Search, Corporate Search,  
Go to » Update Info, Change User Name, Change Password, Change Security Image, Change Security Question Logout

For more information, please click here

Practitioner Samuel Goodwin Tax Court Bar No. GS0520

\* Docket Number  -   
(\* = Required Field)

View Docket

Clear

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Practitioner Access also allows you to view cases for parties you are not representing. To search for cases by docket number, click on the "Case Entry" link, type the Docket Number, then click the "View Docket" button to display the docket sheet.

Note: You are able to view documents only for your cases except for opinions, orders, and decisions which are available to the public and may be viewed an unlimited number of times.



# Practitioner Access - Party Search

**UNITED STATES TAX COURT**

About the Court | Today's Opinions | Opinions Search | Docket Inquiry | Final Status Report | eAccess | Forms | Judges  
Rules | Press Releases | Telephone Numbers | Fees/Charges | Taxpayer Information | Clinics/Student Practice/Pro Bono | Employment | **Help**

United States Tax Court, 400 Second Street, NW, Washington, DC 20217 Telephone: (202) 521-0700

You are here » Home » **Practitioner Access - Party Search Options** Wednesday, September 3, 2008

[Go to » My Cases, Case Entry, Party Search, Corporate Search,](#)  
[Go to » Update Info, Change User Name, Change Password, Change Security Image, Change Security Question](#) [Logout](#)

**For more information, please click here**

Practitioner Samuel Goodwin Tax Court Bar No. GS0520

Last Name  First Name  MI  State

A party name search can be performed by entering a last name only as the search criteria, however, entering additional information will help narrow your search results.

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To search for a case by party name, click on the “Party Search” link. Type in the last name (required), first name, middle initial and state (optional, but can narrow the search), then click on the “Search” button to search for cases. Any cases found will be displayed. Click on a case in the list to select it.

# Practitioner Access - Corporate Search

**UNITED STATES TAX COURT**

About the Court | Today's Opinions | Opinions Search | Docket Inquiry | Final Status Report | eAccess | Forms | Judges  
Rules | Press Releases | Telephone Numbers | Fees/Charges | Taxpayer Information | Clinics/Student Practice/Pro Bono | Employment | **Help**

United States Tax Court, 400 Second Street, NW, Washington, DC 20217 Telephone: (202) 521-0700

You are here » Home » **Practitioner Access - Corporate Search Options** Wednesday, September 3, 2008

[Go to » My Cases, Case Entry, Party Search, Corporate Search,](#)  
[Go to » Update Info, Change User Name, Change Password, Change Security Image, Change Security Question](#) [Logout](#)

[For more information, please click here](#)

Practitioner Samuel Goodwin      Tax Court Bar No. GS0520

**See the list of Excluded Keywords for words that cannot be used in a keyword search.**

**Keyword 1 (required)**

**Keyword 2 (optional)**

---

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To search for a case by corporate name, click on the "Corporate Search" link. Type in keyword 1 (required) and keyword 2 (optional, but can narrow the search), then click on the "Search" button to search for cases. Any cases found will be displayed. Click on a case in the list to select it.

# Practitioner Access - Update Info

United States Tax Court  
400 Second Street, NW, Washington, DC 20217 Telephone: (202) 521-0700

You are here » Home » Practitioner Access - Update Info

Practitioner Samuel Goodwin Tax Court Bar No. GS0520

**Please update the following information:**

\* Last Name Goodwin  
\* First Name Samuel  
Mid. Init.  
Firm Name  
Suite/Apartment#/PO Box  
\* Street 400 2nd Street NW  
\* City Washington  
\* State Washington, D.C.  
\* Zip 20217  
\* Email Address sgoodwin@demo.com  
\* Confirm Email Address sgoodwin@demo.com  
\* Business Phone 2025214550 (10 digits only)  
\* Consent to eService? Yes  
\* Consent to eFiling? Yes  
\* Consent to information e-mails from the Court? Yes  
\* Bar State 1 / Bar-Reg. No. Maryland / 231231231  
Bar State 2 / Bar-Reg. No. /  
Bar State 3 / Bar-Reg. No. /

Agreed with our Terms Of Use on ??/??/???? at ??:??:?? signed by ??????????????????????  
Click here to view our Terms of Use

(\* = Required Field)

Submit  
Clear

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To update information provided during registration, click on the “Update Info” link. Make the needed changes and click the “Submit” to save the new information.

To change other selections made during registration, click the associated link, such as “Change User Name”, “Change Password”, “Change Security Image”, or “Change Security Question”.

# Practitioner Access - Change User Name

United States Tax Court, 400 Second Street, NW, Washington, DC 20217 Telephone: (202) 521-0700

You are here » Home » **Practitioner Access - Change User Name** Wednesday, September 3, 2008

Go to » My Cases, Case Entry, Party Search, Corporate Search,  
Go to » Update Info, Change User Name, Change Password, Change Security Image, Change Security Question Logout

Practitioner Samuel Goodwin Tax Court Bar No. GS0520

**Please enter the following information:**

\* New User Name

\* Confirm New User Name

(\* = Required Field)

Submit

Clear

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To change your user name, click on the “Change User Name” link and enter a new user name in the top box. A user name must be at least eight characters in length. A user name that contains fewer than ten characters must contain at least one number. Type the new user name again in the bottom box to confirm. Click on the “Submit” button to save the change.

To change other selections made during registration, click the associated link, such as “Update Info”, “Change Password”, “Change Security Image”, or “Change Security Question”.

# Practitioner Access - Change Password

UNITED STATES TAX COURT

About the Court Today's Opinions Opinions Search Docket Inquiry Final Status Report eAccess Forms Judges  
Rules Press Releases Telephone Numbers Fees/Charges Taxpayer Information Clinics/Student Practice/Pro Bono Employment Help

United States Tax Court, 400 Second Street, NW, Washington, DC 20217 Telephone: (202) 521-0700

You are here » Home » Practitioner Access - Change Password Wednesday, September 3, 2008

Go to » My Cases, Case Entry, Party Search, Corporate Search,  
Go to » Update Info, Change User Name, Change Password, Change Security Image, Change Security Question Logout

For more information, please click here

Practitioner Samuel Goodwin Tax Court Bar No. GS0520

**Please enter the following information:**

\* Old password

\* New password

\* Confirm New password

(\* = Required Field)

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Done Local intranet 100%

To change your password, click on the “Change Password” link and enter a new password in the top box. A password must be at least eight characters in length. The password is case-sensitive and must contain both letters and numbers. No symbols (\* # \_ -) or punctuation are allowed (? ; ; .). Type the new password again in the bottom box to confirm. Click on the “Submit” button to validate and save the change.

To change other selections made during registration, click the associated link, such as “Update Info”, “Change User Name”, “Change Security Image”, or “Change Security Question”.

# Practitioner Access - Change Security Image

The screenshot shows the United States Tax Court website's Practitioner Access interface. At the top, there is a navigation menu with links for 'About the Court', 'Today's Opinions', 'Opinions Search', 'Docket Inquiry', 'Final Status Report', 'eAccess', 'Forms', and 'Judges'. Below this is a secondary menu with 'Rules', 'Press Releases', 'Telephone Numbers', 'Fees/Charges', 'Taxpayer Information', 'Clinics/Student Practice/Pro Bono', 'Employment', and 'Help'. The main header identifies the user as Samuel Goodwin, Tax Court Bar No. GS0520, and displays the current date as Wednesday, September 3, 2008. The page title is 'Practitioner Access - Change Security Image'. A section titled 'Your current Security Image is:' features a thumbnail image of the Sydney Opera House. Below the image is a text input field containing 'Sydney Opera House' and a 'Save Description' button. A link labeled 'Click here to change your Security Image' is positioned to the right of the image. The footer includes contact information for the Webmaster and the Clerk of the Court, and a copyright notice for Blackstone and CMC Software.

To change your security image or its description, click on the “Change Security Image” link. The current image is displayed. To select a different image, click the “Click here to change your Security Image” link. The description for the security image is displayed; type a new description to change it. Click on the ‘Save Description’ button to save the description change.

To change other selections made during registration, click the associated link, such as “Update Info”, “Change User Name”, “Change Password”, or “Change Security Question”.

# Practitioner Access - Change Security Question

The screenshot shows the United States Tax Court website interface. At the top, there is a navigation menu with links for 'About the Court', 'Today's Opinions', 'Opinions Search', 'Docket Inquiry', 'Final Status Report', 'eAccess', 'Forms', and 'Judges'. Below this is a secondary menu with 'Rules', 'Press Releases', 'Telephone Numbers', 'Fees/Charges', 'Taxpayer Information', 'Clinics/Student Practice/Pro Bono', 'Employment', and 'Help'. The main header displays 'United States Tax Court, 400 Second Street, NW, Washington, DC 20217 Telephone: (202) 521-0700'. The breadcrumb trail indicates the user is in 'Practitioner Access - Change Security Question'. The page shows the practitioner's name 'Samuel Goodwin' and 'Tax Court Bar No. GS0520'. The section 'Select a Security Question' includes instructions and a form with a dropdown menu set to 'What is your favorite color?', an input field containing 'blue', and a 'Save this question and answer' button. Footer text includes 'Generated by Blackstone ... The Judicial System © 2008 All Rights Reserved, CMC Software' and contact information for the Webmaster.

To change your security question, click on the “Change Security Question” link. The current question is displayed; select a different question from the “Select a Question” drop down list. Type the answer to the question in the “Enter your answer” field, then click on the “Save this question and answer” button to validate and save the security question and/or answer change.

To change other selections made during registration, click the associated link, such as “Update Info”, “Change User Name”, “Change Password”, or “Change Security Image”.

# Practitioner Access - eAccess Support

The screenshot shows the United States Tax Court's eAccess Support form. The form is titled "eAccess Support" and is located within a browser window. The form includes the following fields and options:

- \* Full Name:** Text input field.
- \* E-Mail Address:** Text input field.
- Tax Court Bar Number: (if applicable):** Text input field.
- \* Docket Number(s):** Text area with a scroll bar.
- \* Support Type:** Drop-down menu with the text "Please make a selection ...".
- \* Message:** Text area with a scroll bar.

At the bottom of the form, there is a legend: "( \* = Required Field)". Below the legend are two buttons: "Submit Form" and "Clear Form".

The background of the screenshot shows the United States Tax Court website. The navigation menu includes: About the Court, Today's Opinions, Opinions Search, Docket Inquiry, Final Status Report, eAccess, Forms, Judges, Rules, Press Releases, Telephone Numbers, Fees/Charges, Taxpayer Information, Clinics/Student Practice/Pro Bono, Employment, and Help. The website header includes the United States Tax Court logo and contact information: "United States Tax Court, 400 Second Street, NW, Washington, DC 20217 Telephone: (202) 521-0700". The date "Friday, September 5, 2008" and a "Logout" link are also visible.

If you require eAccess registration or technical help, need information about Tax Court procedures or your case, or would like to report a problem, click the “For more information, please click here” link near the top-right corner of any Practitioner Access screen. Type your full name, e-mail address, Tax Court Bar Number, and the docket number(s) of your case(s). Click the drop-down Support Type menu and choose from the list the category that best matches the nature of your question. Describe the problem or type your question in the message box and click the “Submit Form” button.

To report unauthorized use of your user name and password as required in the TOU, select “Report Unauthorized Use of User ID and Password” from the list of support types.