

Changing a firm? If 'yes' please do the followings:

When an Attorney moves from one firm to another, the username in our system remains the same until you update your user's profile

When you join a new firm, please be advised that you can still login to our system with same username and password that you were using in your previous firm. It is recommended that you follow these steps:

- 1) Please update your profile with the new email address at Florida Bar website as soon as possible.

NOTE: If you forgot your password, please follow step 2 - 7, otherwise go to step #7.

- 2) Go to the CMS login home screen and click on the forgot password link
- 3) Enter your bar # and click on the 'Send' button
- 4) check for an email from our system 'noreply@17th.flcourts.org'
- 5) the email will be sent out to the email listed at the Florida Bar website with your username and the link to reset the password. (**please pay attention to your username from that email**) If you are unable to locate the email from 'noreply@17th.flcourts.org', please check your spam folder)
- 6) After resetting the password, login back with the username that is listed in that email, in this case it will be from your previous firm
- 7) After you are logged into the system, please update your user's profile with the current email that is listed on the Florida bar website.

Here is the link to a video that shows how to update user's profile:

<https://www.17th.flcourts.org/wp-content/uploads/2022/03/How-to-set-User-Profile.mp4>