

## **EDIS – Who Should Register**

All users must register who intend to file documents using the United States International Trade Commission's (USITC) Electronic Document Information System (EDIS). In addition, any user who intends to use the search function of EDIS must also become a registered user. Any registered user who represents a party before the Commission must have their name (Filed By) and affiliation (Firm Name) match the legal signature and affiliation on the document being filed.

Users will be asked to create a User ID and password to gain access to EDIS. The registration process will also require users to provide basic identifying information such as name, affiliation, email address, and other identifiers. In addition, EDIS will require the user to create security questions and answers to facilitate account access in the event the user is unable to log into EDIS due to a forgotten password or to verify the account user's identity for account issues.

Internal users must also register and login using their User ID and password in order to file documents and use the EDIS search function. Internal users who require filing or viewing access to non-public documents or non-standard report functions must file a request approved by their supervisor with Docket Services.