

## **NOTICE TO THE BAR**

### **SPECIAL CIVIL PART -- MANDATORY E-FILING OF DC DOCKET-TYPE CASES (PHASE 2)**

Effective August 1, 2011, paper pleadings and documents transmitted for filing by any of the 33 law firms subject to the Supreme Court's Order of July 8, 2010, which order required those law firms to file all pleadings and documents in Special Civil Part actions for \$15,000 or less electronically through the Judiciary Electronic Filing and Imaging System (JEFIS) as of May 1, 2011, will be returned stamped "Received But Not Filed – Must Be E-Filed Via JEFIS." The original receipt date will not be preserved as the filed date even if the pleading or document is retransmitted to the court via JEFIS within 10 days. Exceptions to these requirements may be granted on a case by case basis by the Special Civil Part only when extraordinary circumstances would prevent the attorney from using JEFIS to file a particular document.

/s/ Glenn A. Grant

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Glenn A. Grant, J.A.D.  
Acting Administrative Director of the Courts

Dated: July 18, 2011