

**UNITED STATES DISTRICT COURT**  
FOR THE EASTERN DISTRICT OF MICHIGAN  
539 THEODORE LEVIN UNITED STATES COURTHOUSE  
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**Notice of Changes to Electronic Filing Policies and Procedures**

On November 5, 2018, the Judges of the United States District Court for the Eastern District of Michigan approved changes to the to the Electronic Filing Policies and Procedures, effective December 1, 2018. The changes are detailed below.

[Additions are indicated by underline, and deletions by strikethrough.]

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**R1 Definitions**

[...]

(l) “Restricted Paper” means a filing that is not accessible to the public or the parties in the case.

**R4 Non-Compliance**

(a) The Court may excuse a party from electronic filing on motion for good cause shown (LR 5.1.1(a)).

[...]

**R8 Service**

[...]

(b) Whenever a non-restricted paper is filed electronically in accordance with these procedures, ECF will generate a NEF to all filing users associated with that case and to the judge to whom the case is assigned. Sealed papers, allowed by court order or statute, must

November 15, 2018

be filed electronically and served in the traditional manner on all applicable parties as prescribed by Fed. R. Civ. P. 5(b)(A)-(D).

~~(c) If the recipient is a filing user, the NEF shall constitute service of the paper by electronic means under Federal Rule of Civil Procedure 5(b)(2)(E). If two or more attorneys appear on behalf of a party, service on one of the attorneys shall be sufficient, unless otherwise required by law. (Reserved)~~

~~(d) A certificate of service on all parties entitled to service or notice is still required when a party files a paper electronically. The certificate must state the manner in which service or notice was accomplished on each party so served. This should be included as part of the paper rather than a separate filing. See Sample Certificate of Service (EXHIBIT B). (Reserved)~~

(e) A party who is *pro se* and not a filing user, or a party excused from electronic filing under Fed. R. Civ. P. 5(d)(3)(A), is entitled to a hard copy of any paper filed electronically. Service of such copy must be made according to the federal rules of procedure (civil and criminal) and local rules. Unless otherwise ordered by the Court, an attorney who is not a filing user is not entitled to this traditional service.

## **R9 Signatures**

~~(a) The user login and password serve as the filing user's signature on all papers filed electronically with the Court. They serve as a signature for purposes of Fed.R.Civ.P. 11, all other~~

~~federal rules (civil and criminal), the local rules, and for any other purpose for which a signature is required in connection with proceedings before the Court. See Fed. R. Civ. P. 5(d)(3)(C).~~

[...]