

# Sealed Criminal Events

## Purpose

The purpose of this document is to notify e-filing attorneys that beginning June 2, 2015, all criminal sealed documents (excluding Indictments and Informations) are to be filed electronically using the new Sealed Events category in CM/ECF.

## Requirements


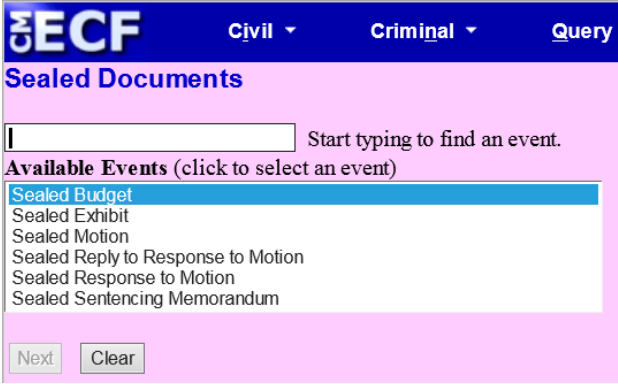
All documents filed under seal must be in compliance with LR 5.3.

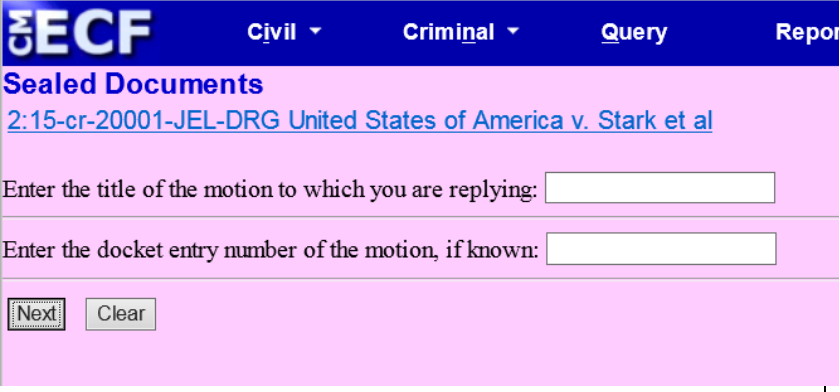
## Procedure

Because of the security assigned to documents filed in the new criminal sealed category, Notices of Electronic filing do not go to any parties. The only person who receives a notice that the document was filed is the Judge assigned to the case. Therefore the document must be served on all parties in the traditional manner.

## Screenshots

Below is a view of the new category as it appears in CM/ECF.

Step	Screen
<p>Click Criminal in the Blue Menu Bar.</p> <p>Click Sealed Documents.</p>	 <p>The screenshot shows the CM/ECF interface with the 'Criminal' menu selected in the blue navigation bar. Below the navigation bar, the 'Sealed Filings' link is highlighted in pink. Other links visible include 'Charging Instruments, Pleas and Service', 'Plea-Related Documents', 'Motions and Related Filings', 'Motions', 'Responses, Replies and Supplemental Briefs', 'Applications, Petitions, Requests and Related Filings', 'Applications/Petitions/Requests', and 'Application/Petition/Request Responses and Replies'.</p>
<p>Select the appropriate event.</p>	 <p>The screenshot shows the 'Sealed Documents' search results page. It features a search bar with the text 'Start typing to find an event.' Below the search bar, a list of 'Available Events' is displayed, including 'Sealed Budget', 'Sealed Exhibit', 'Sealed Motion', 'Sealed Reply to Response to Motion', 'Sealed Response to Motion', and 'Sealed Sentencing Memorandum'. 'Next' and 'Clear' buttons are visible at the bottom of the list.</p>

Step	Screen
<p>When responding or replying to a document that was filed under seal, you will not be able to link your response to the document. Instead, you will be prompted to enter the title of the document you are responding to, and the document number if known.</p>	

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### Questions

For questions regarding this new process, please contact the Clerk's Office at [attyhelp@mied.uscourts.gov](mailto:attyhelp@mied.uscourts.gov) or call 313-234-5000.