

IN THE UNITED STATES DISTRICT COURT
FOR THE DISTRICT OF MARYLAND

IN RE: ELECTRONIC FILING :
: MISC. NO. 00-308
:
...o0o...

ADMINISTRATIVE ORDER 2003-8

On March 3, 2003 the court began requiring electronic filing in all non-exempt civil cases. One of the benefits to counsel and the court is that documents are electronically served on registered users, eliminating the need to mail paper copies.

Members of the bar have been able to register to use the electronic filing system since February 2003. Registration is available on-line and there is no fee. While most attorneys with active cases subject to electronic filing have registered to use the electronic filing system, some have not. Mailing paper copies to these attorneys is imposing an excessive burden on both other counsel and the court.

Accordingly, effective February 1, 2004, in any case subject to electronic filing:

1) Service by the court:

Any party to a case subject to electronic filing who is represented by counsel is expected to have at least one attorney who is a registered user of the electronic filing system. In cases subject to electronic filing the court will no longer mail paper copies of documents to attorneys.

2) Service by counsel:

If a party is represented by at least one attorney who is a registered user of the electronic filing system, electronic service on that attorney constitutes service on the party. As long as a document is electronically served on at least one attorney

for a party, service need not be made on any other attorney for that party who is not a registered user of the electronic filing system.

3) Responsibility of co-counsel:

It is the responsibility of counsel who are registered users of the electronic filing system to provide copies, electronic or paper, and/or notification of filings, to any co-counsel who is not a registered user.

12/15/2003

Date

/s/

Benson Everett Legg
Chief Judge