

1 **Rule 4-503. Mandatory electronic filing.**

2 Intent:

3 To require that documents in district court civil cases be filed electronically.

4 To provide for exceptions.

5 Applicability:

6 This rule applies in the district court.

7 Statement of the Rule:

8 (1) Except as provided in Paragraph (2), pleadings and other papers filed in civil cases in the district
9 court on or after April 1, 2013 shall be electronically filed using the electronic filer's interface.

10 (2)(A) A self-represented party who is not a lawyer may file pleadings and other papers using any
11 means of delivery permitted by the court.

12 (2)(B) A lawyer whose request for a hardship exemption from this rule has been approved by the
13 Judicial Council may file pleadings and other papers using any means of delivery permitted by the court.
14 To request an exemption, the lawyer shall submit at the written request outlining why the exemption is
15 necessary to the District Court Administrator-Judicial Council's General Counsel on a form approved by
16 ~~the Judicial Council.~~

17 (2)(C) Pleadings and other papers in probate cases may be filed using any means of delivery
18 permitted by the court until July 1, 2013, at which time they shall be electronically filed using the
19 electronic filer's interface.

20 (3) The electronic filer shall be an attorney of record and shall use a unique and personal identifier
21 that is provided by the filer's service provider.