

**UNITED STATES DISTRICT COURT
EASTERN DISTRICT OF TENNESSEE**

**ENFORCEMENT PROCEDURES
FOR ELECTRONIC FILING REQUIREMENT**

Eastern District of Tennessee Local Rule 5.2 provides that “[a]t any time during the pendency of a case, the presiding judicial officer may require, absent a showing of good cause, that parties file documents electronically using the Court’s Case Management/Electronic Case Filing (CM/ECF) system.”

On October 22, 2004, the Court entered an order, signed by all the district judges, providing that all attorneys practicing in the Eastern District of Tennessee must register as Electronic Filing Users and file their pleadings electronically through the CM/ECF system by January 10, 2005, or show the presiding judge good cause to file and serve documents in the traditional manner.

Local Rule 5.2 and the October 22 order will be enforced in the following manner:

- Upon receipt of a filing in paper form, the Clerk’s Office will send counsel a letter notifying counsel:
 - ▼ of the requirement to file electronically or show cause for filing on paper;
 - ▼ that further paper filings will be brought to the attention of the presiding judge for appropriate action, which may include issuance of a show cause order; and
 - ▼ **that if counsel seeks permission to be excused from electronic filing because of lack of computer equipment, computer illiteracy or lack of training on electronic filing, the Court expects counsel to consult with the Clerk’s Office about these issues before seeking relief from the electronic filing requirement.**
- Upon receipt of a second and subsequent filings in paper form, the Clerk’s Office will refer the matter to the presiding judge for issuance of a show cause order.
- The show cause order will generally require that counsel, within 10 days of the entry of the order, either (1) file a notice electronically of counsel’s intention to file future pleadings electronically or (2) show cause in writing for not doing so.
- Counsel with cases before multiple judges should be aware that they may receive multiple warning letters from the Clerk and show cause orders from the presiding judges.