

**UNITED STATES DISTRICT COURT  
EASTERN DISTRICT OF TENNESSEE  
OFFICE OF THE CLERK**

800 Market Street, Suite 130  
Knoxville, Tennessee 37902  
(865) 545-4228

**DEBRA C. POPLIN**  
Clerk of the Court

**JOHN L. MEDEARIS**  
Chief Deputy Clerk

**NOTICE**

Pursuant to 28 U.S.C. § 2071(e), the Clerk of the Court hereby gives notice of and an opportunity for comment regarding the Court's amendment to Eastern District of Tennessee Local Rule 4.5, When Fees Not Included. Additions are underlined; deletions are struck through.

4.5 When a pleading is received for filing and is unaccompanied by either the required filing fee or an application to proceed *in forma pauperis*, the Clerk shall ~~note~~ “received and the date received on the pleading file the pleading in a miscellaneous case and notify enter a deficiency notice. The deficiency notice shall inform counsel or the party who submitted the pleading that the Court is in receipt of the pleading but that to proceed, counsel or the party must pay the required filing fee or submit an application to proceed *in forma pauperis* that the pleading is held but not filed pending receipt of the required filing fee or a completed application to proceed *in forma pauperis*. The matter will be administratively closed if the deficiency is not cured within twenty days from the filing of the deficiency notice.

Comments should be directed in writing to Debra C. Poplin, Clerk of Court, by April 7, 2016, at the above address.

*Comment: The rule has been revised to reflect the procedure of this Court to open a miscellaneous case and notify the party of a deficiency if the Clerk receives a pleading for filing that is unaccompanied by either the required filing fee or an application to proceed in forma pauperis, and to administratively close the matter if the deficiency is not cured within twenty days from the filing of the deficiency notice.*