

IN THE UNITED STATES DISTRICT COURT
FOR THE WESTERN DISTRICT OF WISCONSIN

Re: Electronic Document Filing

Amended Administrative Order

Effective June 17, 2002, the United States District Court for the Western District of Wisconsin accepts and encourages electronic filing by e-mail in all cases except those cases that are assigned to Judge John C. Shabaz. All new cases may be filed by electronic means. If a new case is assigned to Judge Shabaz, then subsequent filings must be by paper.

Sealed documents may not be filed by electronic means.

All e-mail filings must conform to the requirements specified in the court's instructions on electronic filing by e-mail. The court's instructions can be found on our web site at www.wiwd.uscourts.gov.

The court will treat every document electronically filed by counsel as if it were signed by counsel. Any document that requires a signature for its validity (such as an affidavit) may be filed electronically, but counsel should retain the signed original for at least two years after final resolution of the action.

Documents will be considered filed at the date and time that the electronic filing is received at the court.

If the case is ever appealed to the Seventh Circuit or Federal Circuit, all counsel must provide the clerk of this court with paper copies of any e-filed documents that are to be included in the record on appeal until such time as the appellate court agrees to accept an electronic record.

Entered this 26th day of November, 2002.

BY THE COURT:

BARBARA B. CRABB
Chief U.S. District Judge