

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

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DWAYNE ALMOND,

Plaintiff,

v.

JEAN LUTSEY, JEANANNE ZWIERS,  
DR. RICHARD HEIDORN  
and MICHAEL BAENEN,<sup>1</sup>,

Defendants.

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MEMORANDUM

11-cv-333-bbc

The Wisconsin Department of Justice has indicated that it will represent the defendants in this case. Pursuant to an informal service agreement between the Department of Justice and this court, the Department has agreed to accept electronic service of documents on behalf of the defendants it represents. Therefore, for the remainder of this lawsuit, plaintiff does not have to send a paper copy of each document he files with the court to the Department. All he has to do is submit the document to the court, and the Department will access the document through the court's electronic filing system.

Discovery requests or responses are an exception to the electronic service rule. Usually, those documents should be sent directly to counsel for the opposing party and do not have to be sent to the court. Discovery procedures will be explained more fully at the preliminary pretrial conference.

Entered this 21<sup>st</sup> day of September, 2011.

BY THE COURT:

/s/

STEPHEN L. CROCKER  
Magistrate Judge

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<sup>1</sup> I have amended the caption to replace Jeananna Zwiers with the name Jeananne Zwiers as identified in the Acceptance of Service.