UNITED STATES DISTRICT COURT
DISTRICT OF MASSACHUSETTS

STANDING ORDER RE: ELECTRONIC CASE FILING
IN CASES BEFORE MARK L. WOLF, U.S.D.J.

It is hereby ORDERED that:

After October 1, 2003, documents filed for the public record in all civil and criminal cases in my session may be filed electronically if the filing party complies with the applicable Federal Rules of Criminal Procedure or Civil Procedure, the Local Rules of the United States District Court for the District of Massachusetts, and the rules and procedures described in the Electronic Case Filing Administrative Procedures Pamphlet and the Electronic Case Filing ("ECF") User's Manual.[1]

Unless otherwise ordered, if electronic filing is used, the filing party shall also submit to the Clerk's Office paper, courtesy copies of any related electronic documents (i.e. motion, memorandum, and supporting affidavits) which together are more than twenty (20) pages in length. The courtesy copy of each document shall be stamped or otherwise prominently marked "Courtesy copy – DO NOT SCAN" and shall be submitted within five (5) days of the electronic filing.

DATED: October 1, 2003

/s/ MARK L. WOLF
UNITED STATES DISTRICT JUDGE

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[1]Counsel should recognize that, among other things, the User's Manual prohibits the electronic filing of sealed documents. Motions, memoranda and/or other documents referring to information that is under seal shall be filed, by paper copy, under seal. Redacted versions of such documents shall be filed for the public record. Such redacted versions may be filed electronically.