

UNITED STATES DISTRICT COURT  
DISTRICT OF MASSACHUSETTS

STANDING ORDER RE: COURTESY COPIES

October 11, 2017

SOROKIN, D.J.

Counsel shall provide one courtesy copy to the District Court Clerk's Office of any memorandum related to any motion, along with all affidavits, declarations, exhibits, and other documents accompanying the memorandum, if such filings in connection with a particular memorandum (excluding the memorandum itself) exceed one hundred pages in length.

Counsel shall include exhibit tabs with such courtesy copies.

Courtesy copies shall be stamped or otherwise prominently marked as follows: "COURTESY COPY – DO NOT SCAN".

Courtesy copies shall be delivered to the District Court Clerk's Office within three business days of the electronic filing.

SO ORDERED.

/s/ Leo T. Sorokin

---

UNITED STATES DISTRICT JUDGE