

September 22, 2003

Press Release

Southern District Court to Implement Electronic Filing December 1, 2003

The United States District Court for the Southern District of New York announced today the new Electronic Case Filing (ECF) system will begin on December 1, 2003.

To prepare for the new system, the Court's current docketing system will be unavailable during the week of November 24. During that week PACER customers will be able to view docket entries up to and including November 21. Filings will continue to be accepted during the week of November 24.

ECF will be available to court users on December 1, and to the general public on December 2, 2003. These dates are conditional on a successful data conversion to the new system.

Attorneys should use the "Attorney Registration" page to register now on-line to be ECF Filing Users. **Early registration is essential; otherwise, there may be a lengthy delay in your receipt of a password.** You must be registered in order to file documents.

To prepare for ECF, go to the Court's website, www.nysd.uscourts.gov and follow these steps:

- Click on the "CM-ECF" page to learn more about the system.
- Read the Court's new rules for electronic filing on the ECF "Policies and Procedures" page.
- Attorney **Criminal Docketing** training will be available in early November. Training schedules and curriculums for all courses will be posted to the ECF "Training" page.
- Use the "Point of Contact" (POC) page to register to be a POC between your firm and the Court. POC's will be the first to be notified of interruptions in service, system upgrades, and trouble shooting tips. You don't have to be an attorney to be a POC.
- Sign up now for a SDNY PACER account if you don't already have one. Call PACER at (800) 676-6856, or go to <http://pacer.psc.uscourts.gov> You will need PACER to access ECF.
- Learn what computer hardware and software you will need to use ECF on the "System Requirements" page on the website.

WWW.NYS.USCOURTS.GOV