



United States District Court Northern District of Ohio

CLERK'S OFFICE ACCEPTS COMPLAINTS AND FILING FEES OVER THE INTERNET

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We are proud to announce that effective June 1, 2006, the Clerk's Office of the United States District Court for the Northern District of Ohio will support the filing of complaints and associated documents and the payment of filing fees over the Internet. Cases that do not require a filing fee (in forma pauperis and fee waiver) may also be filed electronically.

These enhancements expand the electronic filing capability that has been available in the Northern District of Ohio since 1996 when we became the first court to accept electronic filings over the Internet. Our Case Management / Electronic Case Files (CM/ECF) system provides instant, 24/7 access to the Clerk's Office. Upon the filing of the complaint, supporting documents and payment of fees by credit card, the Clerk's Office will assign a judicial officer with instant notification to the attorney. If the case is filed after 4:45 PM Monday through Friday or on a weekend or holiday the judicial officer will be assigned the next business day.

Step-by-step instructions and additional information on the procedure for filing complaints may be found at: [www.ohnd.uscourts.gov/Electronic Filing/ATTY CASE OPN-PAY FEE WITH CREDIT CARDS 12 06.pdf](http://www.ohnd.uscourts.gov/Electronic_Filing/ATTY_CASE_OPN-PAY_FEE_WITH_CREDIT_CARDS_12_06.pdf). A training database is available for attorneys and their staff at: <https://ecf-train.ohnd.uscourts.gov/cgi-bin/login.pl>. To receive a login and password please call 216.357.7009

The Clerk's Office should be notified immediately by phone if an emergency filing, such as a TRO, accompanies a complaint. For after hours filings please refer to Local Rule 77.1.