

HON. KEVIN G. YOUNG
E-FILING RULES AS OF 05/01/2019

E-Filing Rules and Protocols

All parties should familiarize themselves with the statewide E-Filing Rules which are available at www.nycourts.gov/efile and the Onondaga County E-Filing Protocol which is available at www.nycourts.gov/courts/5jd/onondaga/supremecounty/index.shtml

General questions about e-filing should be addressed to E-Filing Resource Center at (646) 386-3033 or efile@courts.state.ny.us Specific questions relating to local procedures should be addressed to Brian Beeman at (315) 671-2038.

Electronic Filing

For any e-filed cases, all submission to the Court, including proposed orders, proposed judgments, and letters, must be electronically filed through NYSCEF.

Working Copies

A court may require the submission of “working copies” of electronically filed documents. See Uniform Rule §202.5-b(d)(4).

Justice Young requires working copies for all electronic submissions. Working copies shall be delivered to chambers:

Hon. Kevin G. Young
Onondaga County Courthouse - Room 202
401 Montgomery Street
Syracuse, NY 13202

All working copies submitted to this Part **must include a copy of the NYSCEF Confirmation Notice** and comply with other requirements set forth in the Onondaga County Protocol. Working copies without the Confirmation Notice will not be accepted. **Working copies are to be delivered no later than 4:30 p.m. on the first business day following the electronic filing of the document on the NYSCEF site.**

Hard Copy Submissions

We will reject any hard copy submissions in e-filed cases unless those submissions bear the Notice of Hard Copy Submission - E-Filed Case required by Uniform Rule §202.5-b(d)(1). The form is available at www.nycourts.gov/efile.

Scheduling

Counsel/parties should address questions about scheduling appearances or adjourning appearances to Chambers at (315) 671-2050.