

**LOCAL RULES OF  
HONORABLE JOHN J. ARK  
JUSTICE OF THE SUPREME COURT**

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**HONORABLE JOHN J. ARK  
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ROCHESTER, NEW YORK 14614**

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**Copies may be obtained from the Monroe Supreme and County Court Clerk Assignment  
Office, Room 545 Hall of Justice, or Chambers.**

RULE # 1- Effective Date. These Local Rules are effective November 1, 2017, and all counsel and litigants are charged with knowledge of the same.

RULE # 2- E-Filing With the exception of ex parte applications for Orders of Reference in foreclosure matters, all accompanying papers and exhibits in support of, or in opposition to, a Notice of Motion or an Order to Show Cause shall be supplied in one working copy to Chambers. Dispositional Orders need not be supplied in hard copy

RULE # 3 -E-FILING (22 NYCRR § 202.5-b). For all E-filed cases and when the Court imposes a filing deadline, that E-Filing MUST be completed by 4:00 p.m. on the day in question. E-filings done after that time will NOT be accepted.

RULE # 4- Returning Papers. Self-addressed, stamped return envelopes are mandated for any items wished to be returned. Without the same, items will not be sent back at the Court's expense.

So Ordered

/s/ Honorable John J. Ark