

## **NOTICE REGARDING HARD COPY FILINGS AT THE COURT'S CLERK'S OFFICE**

In light of the advice we are receiving from public health officials regarding the societal benefits of social distancing, we are suspending the requirement that hard copy records, appendices, briefs and motions be filed. **Until further notice, hard copy filings will not be permitted.**

All filings made in connection with appeals subject to mandatory e-filing must still be filed via NYSCEF in a timely manner and in accordance with the procedural and electronic rules of the Court. However, the requirement that the hard copy filing must follow is suspended. All filing made in connection with appeals that are not subject to mandatory e-filing shall be made through the digital portal accessible on this home page of this web site. Hard copies filings in connection with those appeals shall not be made at this time.

We will provide instructions as to how to hard copy file once this emergency situation has abated.

In addition, at this time in person requests for certificates of good standing shall not be accepted. If you are in need of a certificate of good standing, please make your application via mail.

The safety of our litigants, as well as are staff members, is paramount. We appreciate your cooperation during this very difficult time.