

IOP 7 | EDCA AND ELECTRONIC FILING

As required by the court's Administrative Order 10-3, issued August 2, 2010, all attorneys are required to register with the court's electronic filing system, eDCA, and file all documents with the court electronically through eDCA. Pro se litigants are encouraged but not required to register with eDCA and file electronically with the court. Non-registered pro se litigants may continue to file with the court in paper format. Paper documents received from pro se litigants are scanned by the clerk's office into eDCA as soon as possible upon receipt. Paper documents received from attorneys required to file electronically may be stricken by the court or returned to the attorney. Pursuant to the court's Administrative Order 10-4, issued September 3, 2010, lower tribunal clerks are required to transmit to the court notices of appeal via eDCA and to electronically transmit records on appeal. As well, court reporters are required to register with eDCA and file any documents with the court electronically through that system.