## CLERK OF DISTRICT COURT SIXTH JUDICIAL DISTRICT

## Molly Bradberry

Pamela Reisenauer, Deputy Mary Epley, Deputy Robin Lee, Deputy

March 3, 2021

Hello!

On April 27, 2021, the 6<sup>th</sup> Judicial District Court in Park County will begin using the State implemented e-File System. If you have filed documents in Missoula, Flathead or Fergus County District Courts, you are already familiar with the e-File System. For those who have not used the e-File System, we will learn together!

What is the e-File System? This is the system where all documents in criminal, juvenile, involuntary commitment, civil, and domestic relations (excluding order of protection) cases will be filed by attorneys electronically. Documents in these types of cases will no longer be filed by using paper copies. There will no longer be a paper file in these types of cases. The Official Court Record will be the Electronic Record. **The e-filing System is not yet available to self-represented litigants.** Guardianship, probate, adoption and order of protection cases are **not** eligible for e-filing and will remain paper files at this time.

Because electronic filing will be done through the e-File System, documents for criminal, juvenile, involuntary commitment, civil, and domestic relations (excluding order of protection) cases will no longer be accepted for filing via email to the <a href="mailto:parkdcc@mt.gov">parkdcc@mt.gov</a> address.

Court generated documents (i.e. minutes, orders, judgments) will continue to be sent via email to you if we have an email consent form on file for you. If you have not consented to receive Court generated documents by email, you will continue to receive them via US mail.

Our office will be trained by the State the week of April 19, 2021. Separate training sessions will be provided by the State to the County Attorney's Office and Office of Public Defender. While the State will not provide individual training sessions to private attorneys and their offices, the State website is a WEALTH of information and instruction, including "how to" training videos. We encourage you to go to https://courts.mt.gov/courts/efile to familiarize yourself with how to use the e-File System.

Thank you, as always, for your cooperation and understanding during this transition. Please do not hesitate to contact us at 222-4125 with any questions. We may not have an answer, but we will contact the State to get one for you.

Be Well,

Molly Hacleny

Molly Bradberry

Clerk of District Court