



Chief Judge Order 25-05
MANDATORY ELECTRONIC FILING FOR ATTORNEYS

Pursuant to Chief Justice Directive 95-01 Authority and Responsibility of Chief Judges, “[t]he chief judge may establish uniform case management, case processing, and calendaring for all district and county courts in the district.” CJD 95-01 at 6. Consistent with the longtime practice in the 18th Judicial District, the undersigned, in her capacity as Chief Judge, orders that for all case types in the 18th Judicial District, except for infraction and small claims cases¹, all attorneys shall be subject to mandatory electronic filing (“E-Filing”) using the State's E-Filing system. *See* C.R.C.P. 121 § 1-26; Crim. P. Rule 49.5; C.R.C.P. 305.5. A paper file will neither be initiated nor maintained on any new cases or subsequent filed pleadings. Attorneys shall comply with the rules for E-Filing in Chief Justice Directive 11-01.

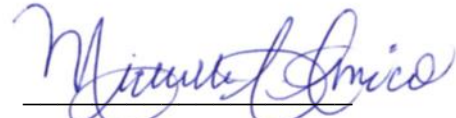
¹ At the time when infraction and/or small claims cases allow for E-Filing, those case types shall be subject to this CJO 25-05.

All past, pending, and future Grand Jury cases in the 18th Judicial District are exempt from the E-Filing requirement set forth in this CJO 25-05.²

Additionally, the 18th Judicial District will charge an attorney a fee of \$50.00 per document for the service of scanning and uploading a document filed in paper format.

SO ORDERED this 14th day of January 2025.

BY THE COURT:



Michelle A. Amico
Chief Judge
Eighteenth Judicial District

² It has long been the practice of the 18th Judicial District to exempt Grand Jury cases from electronic filing. See Administrative Order Regarding Exemption from Electronic Filing (August 16, 2016).