

**COURT OF COMMON PLEAS  
DIVISION OF DOMESTIC RELATIONS  
CUYAHOGA COUNTY, OHIO**

**IN RE: ELECTRONIC FILING OF COURT USE ONLY : AMENDED ADMINISTRATIVE  
COURT DOCUMENTS : ORDER**

**MAY 27 2020**

CUYAHOGA COUNTY  
CLERK OF COURTS

**I. PRIOR ADMINISTRATIVE ORDER**

- A. In July 2016, the Cuyahoga County Common Pleas Court, Domestic Relations Division and the Cuyahoga County Clerk of Courts began a phased implementation of a new electronic filing system (“the e-Filing system”). The phased implementation began with a pilot project that included select participants in case types involving divorce and child support.
- B. On April 17, 2017, the Court and the Clerk began optional e-filing for all domestic relations case types, except domestic violence.
- C. On March 24, 2017, the Court adopted an Administrative Order governing electronic filing (“e-filing”).
- D. Part III, Section A of the Administrative Order provides that “All pleadings, motions, briefs, memoranda or law, or other documents may be e-filed through the Clerk’s authorized e-Filing System, except those set forth in Section XIII. For those cases pending prior to the commencement date of e-filing, all subsequently filed documents may be e-filed.”
- E. Part III, Section B provides, “The Clerk shall continue to accept for filing documents in paper form until the Court implements mandatory e-filing. The Clerk shall continue to maintain a paper file that will contain all court records filed in a case until further order of court.”
- F. The Administrative Order provides that the Court may amend the Administrative Order or adopt local rules that supplement the Administrative Order.

**II. AMENDMENT MANDATING E-FILING**

- A. The March 24, 2017 Administrative Order is hereby incorporated by reference.

B. On or after July 1, 2020, all documents to be filed in all domestic relations case types, except domestic violence, shall be filed electronically.

**III. ACCOMMODATION FOR SELF-REPRESENTED PARTIES**

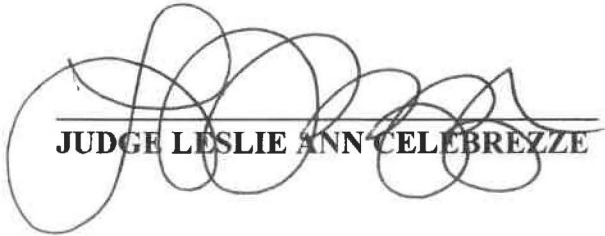
A. All documents by self-represented parties may be filed and served conventionally in paper form unless the party chooses to file and serve electronically through the e-Filing System.

B. The Clerk shall provide secured Public Access Terminals from which self-represented parties will be permitted to register to use the e-filing system and electronically file documents.

**IV. EFFECTIVE DATE**

This Amended Administrative Order shall be effective immediately.

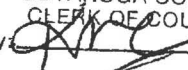
**IT IS SO ORDERED.**

  
\_\_\_\_\_  
JUDGE LESLIE ANN CELEBREZZE

5.27.20  
DATE


RECEIVED FOR FILING

MAY 27 2020

CUYAHOGA COUNTY  
CLERK OF COURTS  
By:  Deputy

The State of Ohio } I, The Clerk of the Court  
Cuyahoga County } SS. Of Common Pleas within  
And for said County

Hereby certify that the above and foregoing is truly  
Taken and copied from the original amended  
admin. order

Now on file in my office  
Witness my hand and seal of said Court this 27th  
Day of May A.D. 20 20  
CUYAHOGA COUNTY CLERK OF COURTS  
By:  Deputy