

Notice re: Bounce-back E-mails

Bounce-back E-mail

A bounce-back e-mail means that a Notice of Electronic Filing (NEF) or an electronic communication from the CM/ECF system was not delivered. Most bounce-backs in our Court occur from inactive, incorrect or disabled e-mail addresses; however, a bounce-back e-mail may occur from a variety of situations:

- Counsel's failure to maintain a current e-mail address in their ECF account;
- The receiving computer system's settings reject the NEF as spam; or
- The receiving computer system does not maintain sufficient capacity to receive the transmitted NEF.

ECF Policy

Pursuant to the [Electronic Case Filing Administrative Policies and Procedures as Amended July, 2011](#), registration as an ECF Filing User constitutes consent to electronic service of all documents. It is the responsibility of the Filing User to maintain a current and correct e-mail address in their CM/ECF account.

Bounce-backs are Not Monitored

As a courtesy, Clerk's office staff began to monitor bounce-back e-mails related to electronic entries when the court went live on ECF. Due to the volume of bounce-back e-mails and reductions in staff, the Clerk's office is no longer able to contact counsel to take corrective action.

Reminder to Counsel of Record

The Clerk's office reminds counsel:

- It is the responsibility of the Filing User to maintain a current and correct e-mail address in their ECF account;
- Ensure all e-mail addresses listed on your ECF account are current;
- If a withdrawal/substitution of counsel has not been filed prior to an attorney leaving the firm, designate someone in the firm to check the e-mail account for ECF Notices until substitution of counsel is filed with the Court;
- When an attorney leaves a firm and takes active cases from the firm, the attorney must change the e-mail address listed on the ECF account as soon as possible;
- File a notice of any change in your physical address in the official record for each active case; and
- Regularly check the ECF docket sheet for your cases.