



16<sup>th</sup> Judicial Circuit Court, Jackson County, Missouri

## **NEWS RELEASE**

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### **Electronic Filing Expands to Probate Division**

The Probate Division of the Circuit Court of Jackson County will proceed to electronic filing starting September 9, 2013 following the launch of e-filing in the civil and criminal records departments earlier this year. So far, electronic filing has been embraced by attorneys and court staff alike.

"After the great successes we have seen in civil and criminal e-filing, the Court is very anxious to extend the great benefits of e-filing to the Probate Division of the Court and the public," said Presiding Judge Marco A. Roldan.

All documents will be required to be filed electronically in new or existing cases with the exception of mental health filings and those matters filed by self-represented parties. Civil commitment matters that are filed by agencies or institutions may continue to be filed by fax or paper, as can those matters that are filed by pro se litigants.

In addition, due to the nature of probate work, attorneys will need to provide the Court with an original will, corporate surety bond, vouchers and receipts within 48 hours of the item being filed electronically. These items may be mailed or brought in.

Many attorneys are up to speed on electronic filing given that e-filing has been required in civil cases since March. However, for those who are not, local bar associations are providing question and answer sessions that qualify for continuing legal education (CLE) credit. The first one will be hosted by the Kansas City Metropolitan Bar Association on Thursday, September 5 at noon at the KCMBA Conference Center. Attorneys can earn 2 CLE credit hours for this session. The second session will be hosted by the Eastern Jackson County Bar Association on October 11 at noon at a location to be announced. Contact the bar associations for additional information.

Following probate, the last case type to proceed to electronic filing are the juvenile cases that are filed with the Family Court. The projected start date for those is November 4.

To electronically file on any case type, attorneys must be registered for a Missouri Courts User Account. The user account information is found on the Missouri Courts website at [www.courts.mo.gov](http://www.courts.mo.gov). The site also contains on-line tutorials that provide step-by-step instructions for how to prepare and submit documents for electronic filing. General information regarding electronic filing is also available on the 16<sup>th</sup> Circuit Court website at [www.16thcircuit.org](http://www.16thcircuit.org).

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