

**DIVISION 9**  
**ADMINISTRATIVE ORDER**

To ensure prompt consideration and disposition of motions, counsel with civil or domestic cases pending in Division 9 shall e-mail PDF copies of all motions and shall e-mail proposed orders in Word format to the Division via [Div9chambers@courts.mo.gov](mailto:Div9chambers@courts.mo.gov), or shall otherwise deliver such copies to the Division. Pleadings provided electronically shall be attached to an e-mail with the case number in the “Subject” line of the e-mail. Any copy otherwise delivered to the Division shall be clearly marked as a “Courtesy Copy” pursuant to Local Rule 33.5.7.



Dated: March 16, 2011

Joel F. May, Circuit Court Judge, Division 9