



# UNITED STATES COURTS

## SOUTHERN DISTRICT of GEORGIA DISTRICT COURT

**Scott L. Poff, Clerk of Court**

### Interim Important Updates to Admin Procedures for Electronic Filing

**1. The proposed email addresses listed in the Admin Procedures were incorrect. Those addresses should read:**

Augusta	proposedorders_aug@gas.uscourts.gov
Brunswick	proposedorders_bwk@gas.uscourts.gov
Dublin	proposedorders_dub@gas.uscourts.gov
Savannah	proposedorders_sav@gas.uscourts.gov
Statesboro	proposedorders_sta@gas.uscourts.gov
Waycross	proposedorders_wyx@gas.uscourts.gov

**2. All attorneys are required to submit a paper courtesy copy of any filed document which exceeds 250 pages.**

These documents should be accompanied by the Notice of Electronic Filing and be sent to appropriate clerks office in the division where the judge resides. Attorneys should provide courtesy copies within 3 business days of the filing, unless otherwise directed by the Court.

For more information and clarifications on any administrative procedures, please contact the Court at 912-650-4010.

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