



ECF Court Link

DECEMBER 3, 2020

VOLUME 15, ISSUE 12

Eastern District
Of
North Carolina
CM/ECF
Newsletter

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Case Statistics

November, 2020		Year to Date	
Ch. 7	100	Ch. 7	1516
Ch. 11	4	Ch. 11	41
Ch. 12	1	Ch. 12	3
Ch. 13	148	Ch. 13	2225
Ch. 9	0	Ch. 9	0
Ch. 15	0	Ch. 15	0
Total	253	Total	3785

2021 Court Holidays

Friday, January 1st - New Year's Day
Monday, January 18th - Birthday of Martin Luther King, Jr.
Monday, February 15th – President's Day
Monday, May 31st – Memorial Day
Monday, July 5th – Independence Day
Monday, September 6th - Labor Day
Monday, October 11th – Columbus Day
Thursday, November 11th – Veteran's Day
Thursday, November 25th - Thanksgiving Day
Friday, December 24th – Christmas Day

Holiday Office Closures

The clerk's office for the Eastern District of North Carolina will be closed beginning at 1:00 PM on Wednesday, December 23rd and will remain closed through Friday, December 25th for the Christmas holiday. We will reopen for business on Monday, December 28th. Additionally, the clerk's office will be closed beginning at 1:00 PM on Wednesday, December 30th and will remain closed through Friday, January 1st for the New Year's holiday.

Attorney Scheduled Leave

Please inform the courtroom staff of your secured leave for 2021 as soon as possible to help avoid any potential scheduling conflicts.

Contact information is as follows:

Judge Warren:

NCEBml_CourtroomStaff_DMW@nceb.uscourts.gov

Judge Humrickhouse:

NCEBml_CourtroomStaff_SWH@nceb.uscourts.gov

Judge Callaway:

NCEBml_CourtroomStaff_JNC@nceb.uscourts.gov

Amendments to the Federal Rules

Congress has taken no action on the proposed amendments to the Federal Rules of Practice and Procedure adopted by the Supreme Court and transmitted to Congress on April 27, 2020. The amendments took effect on December 1, 2020. More information may be viewed by clicking [here](#).

Reminder re: Order Requirements

There have been numerous orders uploaded recently that did not contain a 3 inch margin. Please take some time to review the order requirements set out on the court's website by clicking [here](#). Please ensure that you thoroughly proofread orders prior to uploading in order to avoid spelling or grammatical errors and improper formatting.

Who Should You Call?

Do you have a question you need answered, but aren't sure who at the court can best answer it? Here are some general guidelines to follow when searching for the right contact person:

Are you looking for general case information? Did you receive a deficiency notice and are unsure of how to proceed? Are you looking for the status of an order or other document in a case?

Call a Case Administrator.

Do you need to know how to file a particular document? Are you having difficulty using electronic filing? Have you made an error that needs to be corrected?

Call a CM/ECF Analyst.

Are you looking for information regarding scheduling? Would you like a hearing continued or removed from the calendar? Do you need a transcript or CD of a hearing?

Call a Courtroom Deputy or Court Recorder.

Do you need guidance regarding service and notice requirements, or a particular rule? Do you have a question regarding an administrative procedure or general court operations?

Call an Operations Analyst or Supervisor.

QUESTIONS/ANSWERS:

Q. I need to update the secondary emails on my CM/ECF account. Do I need to contact the Helpdesk?

A. No. In order to update your secondary emails, you can login to your account, select Utilities, then Maintain User Account and then Email Information. *Please note that primary emails may not be updated here. That must be done through your PACER account.*

ECF Contacts:

Helpdesk Line: (919)334-3850

Kelly Shum-Drake

Telephone Number: (919)334-3806

E-Mail Address: Kelly_Shum-Drake@nceb.uscourts.gov

Donna Skinner

Telephone Number: (252)917-6119

E-Mail Address: Donna_Skinner@nceb.uscourts.gov

Also, please look for the below icon on our homepage in order to access our Live Chat feature!

