



# Case Type and Document Exceptions to Electronic Filing

Revised 12/15/14

## I. E-filing in Civil Case Types

With some exceptions, **e-filing of all civil case types** is mandatory for attorneys and law firms without an exclusion from electronic services requirements. Self-Represented Parties are *allowed* to file electronically, but they are *not required* to file electronically in their civil cases.

### A. Types of civil and family cases where electronic filing is limited:

1. Civil case types that cannot be initiated electronically although motions, pleadings or documents filed after the case has begun can be filed electronically by Self-Represented Parties and must be filed electronically by attorneys and law firms without an exclusion from electronic services requirements:
  - Cases that include a prejudgment remedy except for a prejudgment remedy based upon a **commercial waiver**;
  - Transfers from small claims;
  - Application for Proceeds from a Tax Sale;
  - Eminent domain cases (including state highway condemnation and redevelopment condemnation); and
  - Any case for which a fee waiver has been granted.
2. Cases that are commenced by private individuals on behalf of the State of Connecticut under the Connecticut False Claims Act as amended by Public Act 14-217 – Sec. 1 – 18 cannot be initiated electronically but motions, pleadings or documents filed subsequent to the statutorily required sealing period are required to be filed electronically in these cases.

### B. Types of civil cases where electronic filing is not allowed:

1. Asset forfeitures;
2. Firearm Safety Hearings (C.G.S. §29-38c)
3. Foreign civil judgments (C.G.S. §§ 52-604, 52-605);
4. Foreign protective orders;
5. Habeas cases;
6. Lottery assignment cases;
7. Summary Process and Housing civil matters; and
8. Vehicle forfeitures (pursuant to C.G.S. 22a-250 and 250a).

## II. E-filing in Family Case Types

E-filing of the following family case types is mandatory for attorneys and law firms without an exemption from electronic services requirements. Self-Represented Parties are *allowed* to file electronically, but they are *not required* to do so in these cases.

### A. Types of family cases where electronic filing is permitted:

The case types are:

1. Dissolution of Marriage (F00)

2. Legal Separation (F10)
3. Annulment (F20)
4. Civil Union – Dissolution, Legal Separation, Annulment (F50)

**B. Types of family cases where electronic filing is not allowed:**

1. Change of name - C.G.S. 52-11
2. Custody Application – C.G.S. 46b-61
3. Relief from Physical Abuse – C.G.S. 46b-15
4. Foreign Matrimonial/Foreign Paternity Judgments – C.G.S. 46b-70 & C.G.S. 46b-179
5. Visitation Application – C.G.S. 46b-61
6. Uniform Child Custody Jurisdiction and Enforcement Act – C.G.S. 46b-115
7. Paternity Petition – C.G.S. 46b-160
8. Support Petition – C.G.S. 46b-215
9. Agreement to Support – C.G.S. 46b-215
10. All other – C.G.S. 46b-1

**III. Types of documents that cannot be filed electronically in civil or family cases**

**Note:** The clerk will scan any document filed on paper after December 5, 2009 into an electronic image, and place it in the electronic file. You must include a self-addressed, postage pre-paid, return envelope with the paper document when you file it if you want the *original* paper document returned to you.

- Any document for which a fee waiver has been granted
- Appearance by a non-party
- Appearance limited to specific event or proceeding (Practice Book Section 3-8 (b))
- Any documents filed by a non-party
- Any documents associated with a restraining order
- Appearance by an attorney admitted pro hac vice
- Application for Ex Parte Orders
- Application for Order of Notice (pre-service)
- Application for Prejudgment Remedy (at case initiation or during a case)
- Appraisal Report of the disinterested appraiser (if filed by the appraiser with the court)
- Case Input Record Non IV-D Income Withholding (JD-FM-150)
- Certificate of Judgment – Foreclosure by Sale (JD-CV-46)
- Certificate of Judgment – Strict Foreclosure (JD-CV-47)
- Committee Deed (original deed)
- Dissolution of Marriage Report (JD-FM-181)
- Ex Parte Application for Permission to Use Pseudonyms
- Foreclosure Return of Sale – with proceeds
- Income Withholding Order for Support (JD-FM-1)
- Letters of No Interest
- Lodged Records (pursuant to Practice Book Sections 7-4B and 7-4C)
- Motion for Pre-Return Date Hearing (Sec. 46b-64)
- Motion for Protective Order (on behalf of non-appearing witness)
- Motion to Appear Amicus Curiae
- Motion to be Made a Party (defendant or plaintiff)
- Motion to Close a Courtroom Proceeding
- Motion to Consolidate (filed by a non-party)
- Motion to Intervene
- Motion to Open in cases that may have been destroyed or stripped under Practice Book Sections 7-10 or 7-11
- Motion/Application for Permission to Use Pseudonyms
- Motion to Quash (on behalf of non-appearing witness)

- Motion to Substitute Party/Executor (if filed by a non-party)
- Offer of judgment
- Petition for Automatic Ninety-day Extension of Statute of Limitations (C.G.S. 52-190a (b))
- Request for Nondisclosure of Location Information (JD-FM-188)
- Sealed Documents (any document that is sealed, for which sealing is requested, or documents filed during the statutorily required sealing period in actions commenced under C.G.S. 17b-301d)
- Any small claims documents other than those filed for case initiation and executions; and
- Writ of Error.

**IV. Return of Record** – The Return of Record in an administrative appeal may be filed on paper at the option of the filer until further notice.