



ADMINISTRATIVE ORDER NO. 44

PROMULGATED ON 3-30-12; AS AMENDED ON 3-15-21

**REGISTRATION FOR RECEIPT OF COURT NOTICES, ORDERS, CALENDARS,
AND OTHER DOCUMENTS BY ELECTRONIC MAIL**

§ 1. Registration Requirement for Attorneys.

(a) Registration Requirement. All attorneys licensed to practice law under Administrative Order No. 41 on active status or pro bono emeritus status under §§ 8 and 11, or admitted pro hac vice under § 16, must register one or more e-mail addresses in the eCabinet system.

(b) Exceptions. Attorneys who are in inactive or judicial status under §§ 9 and 10 of Administrative Order No. 41 are not required to register.

(c) New Attorneys or Change in Licensing Status. Any attorney who becomes licensed under Administrative Order No. 41 on active status, pro bono emeritus status, or pro hac vice must register one or more e-mail addresses pursuant to this order within 24 hours of the receipt of an attorney license number, including the receipt of a reinstated license number held in the past, or before appearance as an attorney in any court proceeding, whichever is earlier.

(d) Affirmation. Registration under this order is a condition of attorney licensing and affirmation of registration must be made on each licensing statement pursuant to § 4 of Administrative Order No. 41.

§ 2. Reporting Obligation and Sufficiency of Notice. Attorneys are responsible for updating their email addresses in the eCabinet registration system. Notice sent to a registered address is sufficient even if not received by the attorney due to a failure to update an email address.