

*** NOTICE TO ATTORNEYS PRACTICING IN THE COURT OF COMMON PLEAS ***

Effective December 3, 2012, the Hamilton County Clerk of Courts is implementing a new e-filing notification system. Currently, whenever a document is filed electronically, only the e-filer receives notification when the document has been processed. Starting December 3rd, if you are a registered, active attorney of record on any Common Pleas case, the e-filing system will send you a courtesy e-mail notification that a document has been filed with the Clerk's Office. The electronic communication will be sent to any e-mail address associated with your attorney id in the court system. Only electronically filed documents will generate this notification.

In order to take advantage of this new service, attorneys practicing in the Hamilton County Court of Common Pleas should ascertain that they have a current, accurate e-mail address on file with the Clerk of Courts.

We look forward with great anticipation to this exciting change. Please continue to partner with us to make this latest step into the digital world a success for all involved.

Don't forget you must sign up to efile. **This is a separate id from the one used for document access.**

