

1 Name: _____

2 Address: _____

3 Phone Number: _____

4 E-mail Address: _____

5 *Pro Se*

6 **UNITED STATES DISTRICT COURT**
7 **NORTHERN DISTRICT OF CALIFORNIA**

)	Case Number: _____
)	
Plaintiff,)	MOTION FOR PERMISSION FOR
)	ELECTRONIC CASE FILING
vs.)	
)	Judge _____
)	
Defendant.)	

15 As the (*Plaintiff/Defendant*) _____ in the above-captioned matter, I
16 respectfully ask the Court for permission to participate in electronic case filing (“e-filing”) in this
17 case. I hereby affirm that:

- 18 1. I have reviewed the requirements for e-filing and agree to abide by them.
- 19 2. I understand that once I register for e-filing, I will receive notices and documents only
20 by email in this case and not by regular mail.
- 21 3. I have regular access to the technical requirements necessary to e-file successfully:
 - 22 A computer with internet access;
 - 23 An email account on a daily basis to receive notifications from the Court and
24 notices from the e-filing system.
 - 25 A scanner to convert documents that are only in paper format into electronic files;
 - 26 A printer or copier to create to create required paper copies such as chambers
27 copies;
 - 28 A word-processing program to create documents; and
 - A pdf reader and a pdf writer to convert word processing documents into pdf
format, the only electronic format in which documents can be e-filed.

Date: _____

Signature: _____

1 Name: _____

2 Address: _____

3 Phone Number: _____

4 E-mail Address: _____

5 *Pro Se*

6 **UNITED STATES DISTRICT COURT**
7 **NORTHERN DISTRICT OF CALIFORNIA**

8) Case Number: _____

9) **[PROPOSED] ORDER GRANTING**
10) **MOTION FOR PERMISSION FOR**
11) **ELECTRONIC CASE FILING**

10 Plaintiff,

11 vs.

11) DATE:
12) TIME:
13) COURTROOM:
14) JUDGE:

14 Defendant.

15
16 The Court has considered the Motion for Permission for Electronic Case Filing. Finding
17 that good cause exists, the Motion is GRANTED.

18
19 IT IS SO ORDERED.

20 DATED: _____

21 _____
22 United States District/Magistrate Judge
23
24
25
26
27
28