



**UNITED STATES DISTRICT COURT
DISTRICT OF MARYLAND
OFFICE OF THE CLERK**

Felicia C. Cannon, Clerk of Court
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Reply to Northern Division Address

June 24, 2016

**SUMMARY OF ADOPTED AMENDMENTS TO THE
LOCAL RULES FOR THE U.S. DISTRICT COURT FOR THE DISTRICT OF MARYLAND**

The Court has approved amendments to its Local Rules, effective July 1, 2016. A brief explanation of the amendments follows. This summary was prepared by the Clerk's Office as a guide to the changes and should not substitute for reading the full text of the amendments. It is neither intended to serve as legal advice nor as commentary on the changes to the Local Rules. This summary does not include any minor stylistic changes that have been incorporated into the Local Rules as part of this amendment process.

- Local Rule 101.1 is amended to clarify that inactive members of the Maryland Bar are not prohibited from seeking admission pro hac vice and to establish that the use of a Maryland address in any documents filed in this Court constitutes maintaining a law office in Maryland for purposes of determining eligibility for admission pro hac vice.
- Local Rule 101.2 is amended to provide for the automatic termination of the appearance of all attorneys in civil cases upon the expiration of the appeal period or 90 days following the issuance of a mandate from the court of appeals.
- Local Rule 102.1 is amended to require parties appearing without counsel to, upon inquiry, disclose the identity of any individual who has prepared or assisted in preparing any documents filed in this Court. This amendment also clarifies that electronic filing is only permitted in accordance with the policies and procedures established by the Court, including submitting filings by email.
- Local Rule 102.2 is amended to require one inch margins as well as at least 12-point font size on all documents filed in this Court.

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- Local Rule 102.3 is amended to prohibit the issuance of any subpoena by the Clerk to any self-represented litigant without an order from the Court, regardless of in forma pauperis status.
- Local Rule 102.4 is amended in light of the prior codification of this Court's standing order on interdivisional filing.
- Local Rule 102.5 is amended to codify current procedures stating that electronic orders and electronic signatures have the same force and effect as all paper orders and ink signatures.
- Local Rule 103.3 is amended to provide for the additional disclosure of the identity of all members of a party that is a business entity other than a corporation, as well as their states of citizenship, in cases based on diversity jurisdiction.
- Local Rule 103.8 is amended in light of the 2015 amendment to Fed. R. Civ. P. 4(m) shortening the time for service of process. This amendment was previously adopted by emergency amendment on December 1, 2015.
- Local Rule 105.3 is amended to reduce the limitation on page lengths from 50 pages to 35 pages for all memoranda in support of motions or in opposition thereto. This amended also reduced the length of reply memoranda from 25 pages to 20 pages.
- Local Rule 201.3 is amended to provide for the automatic termination of the appearance of all defense attorneys in criminal cases upon the expiration of the appeal period or 90 days following the issuance of a mandate from the court of appeals.
- Local Rule 404 is amended to update several rule references in light of amendments to the Federal Rules of Bankruptcy Procedure. This amendment was previously adopted by emergency amendment on March 12, 2015.
- Local Rule 605.2 is amended to clarify that the Court may implement a new rule or amendment, including a technical, clarifying, or conforming amendment, without complying with Local Rule 605.1 if the Court determines that there is an immediate need.

- Local Rule 701.1 is amended to clarify that the use of any Maryland address in documents filed in this Court constitutes maintaining a law office in Maryland for purposes of bar admission and continued membership.
- Local Rule 701.4 is amended to expand the scope of confidentiality and to clarify the process for disclosing attorney records.
- Local Rule 705.1 is amended to provide for the initiation of formal disciplinary proceedings or the imposition of a warning or conditional diversion agreement without the appointment of an attorney-investigator if the Court's Disciplinary and Admissions Committee determines that no further investigation is necessary.
- Local Rule 705.2 is amended to establish a duty for attorneys (1) to disclose a finding of guilt or conviction of a serious crime and (2) to require the submission of related documents within 30 days of the entry of such finding of guilt or conviction.
- Local Rule 705.3 is amended in light of the amendment to Local Rule 705.2 in order to provide for parallel disclosure language requirements.
- Local Rule 705.4 is amended in light of the amendment to Local Rule 705.1 in order to provide for conforming rule references.
- Local Rule 802 is amended in light of the Court's proposed Principles for the Discovery of Electronically Stored Information in Civil Cases.
- Appendix A is amended in light of the Court's proposed Principles for the Discovery of Electronically Stored Information in Civil Cases.
- Appendix C is amended to require the submission and approval of a budget of anticipated expenses whenever court-appointed counsel anticipates expenses exceeding \$10,000.00. Appendix C is also amended to eliminate the requirement that counsel receive approval for any individual expenses exceeding \$500.00.
- Appendix D is amended in light of the Court's proposed Principles for the Discovery of Electronically Stored Information in Civil Cases.

A copy of the revised Local Rules and a version of the Local Rules highlighting the changes are available on the Court's website at

<http://www.mdd.uscourts.gov/localrulesamendments>.