



## ROCKY RIVER MUNICIPAL COURT

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Judge Donna Congeni Fitzsimmons

Deborah F. Comery, Clerk of Court

Judge Brian F. Hagan

DECEMBER, 2012

# NOTICE TO ATTORNEYS REGARDING **EMAIL**

BEGINNING **JANUARY 1, 2013**, THE ROCKY RIVER MUNICIPAL COURT SHALL SEND, WHENEVER POSSIBLE, ALL **CORRESPONDENCE** TO ATTORNEYS **VIA EMAIL**. THIS INCLUDES ALL RULINGS, JOURNAL ENTRIES, TRIAL ASSIGNMENTS, ETC. AFTER **FEBRUARY 1, 2013**, THE COURT SHALL TRANSMIT **ALL DOCUMENTS ONLY VIA EMAIL**.

IF THE COURT DOES NOT HAVE AN ATTORNEY'S EMAIL ADDRESS, IT SHALL BE THE RESPONSIBILITY OF THAT ATTORNEY TO CHECK THE COURT'S ELECTRONIC DOCKET FOR DOCUMENT INFORMATION.

IF YOU HAVE NOT PREVIOUSLY FORWARDED YOUR EMAIL ADDRESS TO THIS COURT, PLEASE GO IMMEDIATELY TO THE COURT'S WEBSITE AT [WWW.RRCOURT.NET](http://WWW.RRCOURT.NET) UNDER ATTORNEY NOTICES, FORMS, AND INFORMATION, SUBCATEGORY *UPDATE ATTORNEY INFORMATION* AND SUBMIT THAT INFORMATION.

IF YOU HAVE PREVIOUSLY FORWARDED YOUR EMAIL ADDRESS TO THE COURT AND NEED TO CHECK ITS ACCURACY, GO TO THE COURT'S WEBSITE HOME PAGE AND A LINK TO YOUR EMAIL INFORMATION IS AVAILABLE.

IF YOU ARE A MEMBER OF THE **WEST SHORE BAR ASSOCIATION**, YOUR EMAIL HAS BEEN VERIFIED AND ADDED TO THE COURT'S EMAIL LIST.

THANK YOU FOR YOUR ANTICIPATED COOPERATION.

JUDGE BRIAN F. HAGAN

JUDGE DONNA CONGENI FITZSIMMONS

COURT JURISDICTION IN THE CITIES OF

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