

**UNITED STATES DISTRICT COURT
FOR THE
WESTERN DISTRICT OF TENNESSEE
2024 ELECTION DAY FILING PROCEDURES
In re: November 5, 2024**

FILINGS BEFORE 4:30 P.M.

1. All emergency petitions should be filed electronically using CM/ECF.
2. Once papers are filed the filer must contact the Clerk of Court or the Chief Deputy Clerk of Court (contact information below) to schedule any necessary proceedings.
3. In the event the filer is unable to execute an electronic filing, papers must be delivered to the Clerk's Office for manual filing.

AFTER-HOURS EMERGENCY FILING PROCEDURES:

1. All emergency petitions should be filed electronically using CM/ECF.
2. Once papers are filed the filer must contact the Clerk of Court or the Chief Deputy Clerk of Court to schedule any necessary proceedings.
3. In the event the filer is unable to execute an electronic filing, papers must be delivered to the Clerk's Office for manual filing.
4. It is critical that the Clerk of Court or the Chief Deputy Clerk of Court is contacted to initiate the judicial process as soon as practicable.
5. A determination as to whether a matter will be decided by in-person, telephonic or electronic proceedings will be made based on the relief sought and the documents submitted for filing.

EMERGENCY CONTACT INFORMATION:

Wendy Oliver, Clerk of Court

901-508-8592

Jason Kadzban, Chief Deputy Clerk of Court

407-455-3010