



UNITED STATES DISTRICT COURT
EASTERN DISTRICT OF WASHINGTON

Effective 3/10/14

New Process for Submitting Documents for *In Camera* Review

Attorneys will submit documents for *in camera* review electronically using CM/ECF.

- In this way, the Court will be able to more efficiently track documents submitted for *in camera* review.
- The documents are “submitted” for *in camera* review. The entry does not constitute a filing and does not appear on the public docket.

Step	Process
1	Counsel must create cover page for the document clearly indicating “ <i>In Camera</i> Document ”
2	Counsel submits <i>In Camera</i> document using IN CAMERA Document event in CM/ECF.
3	A Notice of Electronic Filing is not sent with this entry. These documents can only be viewed by court staff. Counsel must be served in paper, as appropriate.

Please note: The new process *does not* apply to *in camera* documents submitted for settlement purposes/conferences. *In camera* documents submitted for settlement purposes/conferences will continue to be presented in paper.

If you have any questions, please contact the Help Desk at 1-866-236-5100.