

UNITED STATES DEPARTMENT OF JUSTICE
EXECUTIVE OFFICE FOR IMMIGRATION REVIEW
IMMIGRATION COURT
FORT SNELLING, MINNESOTA

STANDING ORDER OF THE FORT SNELLING COURT

Third Standing Order: (April 22, 2020) – Temporal and Page Limitations for Electronic Filings

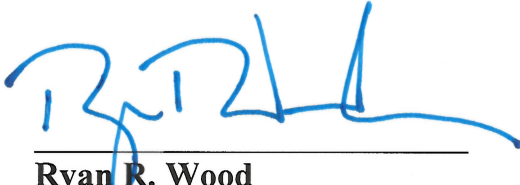
Effective immediately, all documents submitted to the temporary court email account at **FortSnelling.Immigration.Court@USDOJ.GOV**, must contain a subject heading with the nature of the filing, the alien registration number, the date of the next hearing or any court-mandated deadline for the filing, and the initials of the immigration judge assigned to the case. Example: "Motion to Continue - A012-345-678 - 06/30/2020 - RRW"

For parties using the temporary court email account to electronically file, supporting documentation/evidentiary filings are limited to fifty (50) pages in a particular case. If a party intends to file more than fifty (50) pages, the party must electronically file the Table of Contents and separately submit the supporting documentation/evidentiary filings with the original Table of Contents by using the U.S. mail or an overnight delivery service no later than the date set for filing the documents with the Immigration Court. Electronic submissions of U.S. Department of State Human Rights Reports are strongly disfavored. Parties may request, or the Judge may take, administrative notice of such reports *sua sponte*. The date of such reports shall be specified on the record.

The Court will reject documents filed via the temporary court e-mail account if filed more than ninety (90) days before the next hearing date or a court-ordered deadline ("call-up date"), whichever is earlier. Those wishing to file documents more than ninety (90) days in advance may still do so; however, they must be sent via the U.S. Postal Service or an overnight delivery service, not through the temporary e-mail box. Documents rejected for not complying with the ninety (90) day temporal limit on filing may be filed by mail or through an overnight delivery service. Notwithstanding the ninety (90) day temporal limit on filings through email, parties are required to comply with all deadlines for filings, as specified in the ICPM, ch. 3.1(b). **Note: Applications for asylum are exempt from the ninety (90) day**

temporal limit on filings through email and will be considered filed on the date of receipt for purposes of the one-year filing deadline.

This order remains in effect while published on the EOIR Operational Status website: <https://www.justice.gov/eoir/eoir-operational-status-during-coronavirus-pandemic>



Ryan R. Wood
Assistant Chief Immigration Judge