

July 12, 2023

DOUGLAS T. SHIMA
CLERK OF APPELLATE COURTS**IN THE SUPREME COURT OF THE STATE OF KANSAS****Administrative Order**

2023-CC-056

Re: Implementation of a Case Management System in the 18th Judicial District

The Kansas Judicial Branch will implement a new centralized case management system in the 18th Judicial District composed of Sedgwick County.

The cutover from the current case management system to the new centralized case management system begins at 5 p.m. (CDT) Wednesday, August 2, 2023, and ends at 8 a.m. Monday, August 7, 2023.

For the new system to be implemented and functional by 12:01 a.m. Monday, August 7, 2023, the schedule and procedure for the Sedgwick County Clerk's Office (Clerk's Office) will be modified as discussed in this order.

Under the authority of K.S.A. 20-101 and K.S.A. 20-319, the following schedule and procedures are adopted in Sedgwick County.

1. At noon Monday, July 31, 2023, Sedgwick County District Court will stop taking electronic filings and will stop taking electronic payments. At that time, the electronic process will be turned off and be disabled and unavailable, including the Kansas Courts eFiling system for electronically filing documents and the CitePay system for making payments with a credit card, electronic check, or other electronic method. Attorneys will not be allowed to file by facsimile.
2. Beginning at noon Monday, July 31, 2023, and continuing until 12:01 a.m. Monday, August 7, 2023, all filings must be submitted by paper and any payments must be made by cash or paper check.
3. The Clerk's Office will be open to conduct business from 8 a.m. to 5 p.m. each day from Monday, July 31, 2023, through Thursday, August 3, 2023. From 8 a.m. to 5 p.m. Friday, August 4, 2023, the Clerk's Office will be closed for all business.
4. During the time the Kansas Courts eFiling system is not available from noon Monday, July 31, 2023, until 12:01 a.m. Monday, August 7, 2023, Kansas Supreme Court Rule 122(e)(1) will allow an attorney to seek relief from the court if a filing is untimely due to the unavailability of the system. Kansas Supreme Court Administrative Order 2023-RL-017 will continue to apply to pro se litigants.

5. Effective at 8 a.m. Monday, August 7, 2023, electronic processes in the 18th Judicial District will be fully operational and available. The Kansas Courts eFiling system will be available for electronic filing of documents and the electronic payment system will be operational for making payments with a credit card, electronic check, or other electronic method.

Dated this 12th day of July 2023.

FOR THE COURT



MARLA LUCKERT
Chief Justice



MELISSA STANDRIDGE
Departmental Justice