



MEMORANDUM

TO: MEMBERS OF THE LAW SOCIETY OF PRINCE EDWARD ISLAND
AND TO: SELF-REPRESENTED PARTIES
FROM: KAREN A. ROSE, ACTING PROTHONOTARY
DATE: OCTOBER 6, 2020
RE: UPDATE REGARDING COURT FILING

Recent direction from the court has encouraged lawyers, and self-represented parties, to use the drop box option for filing documents, but has stated that e-filing and filing by fax are still available options. This continues to be the case. However, this memo provides further guidance, particularly with regard to voluminous filings.

Where possible, we request that lawyers, and self-represented parties, use the drop box option for filing. In particular, voluminous filings and any filings which are bound and/or tabbed are required to be delivered via the drop box.

In cases where the court has requested an additional electronic copy of documents, please advise in your email that this is the case, and that the hard copies will be delivered via the drop box.

Thank you for your continued cooperation with the court's amended processes.

A handwritten signature in blue ink, appearing to read 'Karen A. Rose'.

KAREN A. ROSE

KAR/hcw