

## **DON'T MISS THE MDEC E-FILING REGISTRATION FAIR**

March 26 - March 28, 2018

Hosted by the Maryland Judiciary

Location: North Central Maryland

**The Maryland Electronic Courts (MDEC) case management system will expand to North Central Maryland on April 16, 2018.**

The MDEC launch will mean the start of mandatory e-filing for attorneys filing cases in the District Court and the Circuit Courts in Harford, Howard, and Carroll counties, as well as appellate filings that commence in those counties.

In order to begin e-filing, you must register with the MDEC system. Please note the following dates to attend a registration fair near you:

### **Where?**

Monday, March 26	Carroll County Circuit Court
Tuesday, March 27	Howard County District Court
Wednesday, March 28	Harford County District Court

### **When?**

9 a.m. to 3:30 p.m. at each location.

Please join us at the fair for your registration needs and last minute questions. Note: This is not a training class, no appointment needed. Drop in at any time during the scheduled registration fair hours for assistance with registration and other information. The registration process itself will take only 15 minutes.

**Questions:** [mdcourts@service-now.com](mailto:mdcourts@service-now.com)

### **Who should attend?**

#### **Firm Administrators:**

Each firm/agency MUST have a designated person to administer the e-filing system. The administrator will register the firm and be responsible for setting up and maintaining all users, credit card accounts, and attorneys/paralegals at the firm. Firm administrators MUST invite all firm users to join MDEC through email.

#### **Attorneys, Paralegals, Auditors and Examiners:**

Once your firm has registered on MDEC, your firm administrator will be able to send you an email invitation to join. Remember to ask your firm administrator to invite you to join.

