

**THE CIRCUIT COURT FOR QUEEN ANNE'S COUNTY**  
**ADMINISTRATIVE ORDER 20-13**

Pre-Filing Exhibits on MDEC via File and Serve

Whereas we continue to deal with the Novel Coronavirus, more particularly identified as COVID-19, a pandemic; and

Whereas, Chief Judge Mary Ellen Barbera has issued several Administrative Orders which permits the Court to hold remote proceedings in a variety of cases to reduce the number of individuals entering the building and potentially exposing others to the virus;

It is therefore, by the Circuit Court of Queen Anne's County, hereby ORDERED:

- 1) The Queen Anne's County Circuit Court will accept the pre-filing of Exhibits in all cases before the Court, including those held remotely, through MDEC via File and Serve, beginning July 20, 2020.
- 2) Attorneys must mark their Exhibits and provide an index of their Exhibits that are being pre-filed.
- 3) Those persons without MDEC access must pre-file their exhibits in advance by mail or Drop-Box at the Circuit Court vestibule, at least three (3) days prior to a hearing, also with exhibit numbers marked on the exhibits and with an Index. Please indicate on the outside of the envelope that it contains Exhibits, the case number, and the date of the hearing.

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CLERK, CIRCUIT COURT  
2020 JUL 17 AM 8:35  
QUEEN ANNE'S COUNTY

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Lynn Knight, Administrative Judge

Queen Anne's County Circuit Court

July 17, 2020