## APPENDIX 1

## AGREEMENT ON ACCEPTANCE OF SERVICE

To facilitate and assure timely service of process, and to provide adequate time to answer, civil complaints filed in habeas corpus petitions under 28 U.S.C. § 2254, the Clerk of Court of the United States District Court for the Northern District of Illinois and the Attorney General of the State of Illinois agree to the procedures set forth below. This agreement addresses cases in which the United States District Judge or Magistrate Judge determines that service documents are to issue and regardless of whether or not the \$5 filing fee has been paid. These procedures shall take effect for any case filed after October 2, 2012 and remain in effect until terminated by the Attorney General or the Clerk.

At case opening, the clerk will add the Illinois Attorney General as a "Notice Only Party" to the Court's Case Management and Electronic Case Filing System (CM/ECF). General's Office will thereby receive electronic notice of all case filings and activity, including the case initiating documents, to any e-mail accounts specified by that office in their "Notice Only" designation. If the Attorney General ultimately enters an appearance on behalf of one or more defendants in the case, the "Notice Only Party" will be terminated and the attorney/(s) who enters his/her appearance will be designated as the counsel to whom notice is sent.

Pursuant to the Rules 4 and 5 Governing § 2254 Cases, following preliminary review by the Court, the respondent is required to answer or otherwise respond to the petition only if ordered to do so by the Court. In its order the Court will fix the time by which response must be made, normally allowing 60 days. The Attorney General agrees that entry of the order to respond on the docket by the clerk complies with the requirement of service of the petition on the respondent, the Attorney General, or other appropriate officer and that service is accepted once the order is entered.

Michael M. Glick, Chief

Criminal Appeals Division

Attorney General State of Illinois

Thomas G. Bruton

Clerk of Court

Northern District of Illinois