

**UNITED STATES DISTRICT COURT  
FOR THE NORTHERN DISTRICT OF ILLINOIS  
GENERAL ORDER 20-0035**

The full Court met in executive session on Thursday, December 17, 2020 and approved an amendment to Local Rule 5.5 Proof of Service. The proposed amendment was published with comments due on April 13, 2020. No comments were received from the Public or the Rules Advisory Committee.

The Court's Rules Committee considered the rule at its meeting on December 10, 2020. It recommended that the full Court adopt the amendment to Local Rule 5.5 as proposed, with Rules Committee modification as attached.

The full Court considered the recommendation of the Rules Committee at its meeting on Thursday, December 17, 2020 and agreed to modify Local Rule 5.5. Therefore,

By direction of the full Court, which met in executive session on Thursday, December 17, 2020,

IT IS HEREBY ORDERED that Local Rule 5.5 Proof of Service be amended as published with Rules Committee modification as attached (additions shown thus, deletions shown ~~thus~~), pending the approval of the Seventh Circuit Judicial Council.

ENTER:  
FOR THE COURT



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Hon. Rebecca R. Pallmeyer, Chief Judge

Dated at Chicago, Illinois this 30th day of December 2020

## LR5.5 with Published Amendment Approved and Additional REDLINE Court Language

### LR 5.5 Proof of Service

(a) **When a Certificate of Service is required. Service By an E-Filer.** A certificate of service is ~~not~~ required only when for service of a document filed on the Court's E-Filing system is made on a recipient who is not an E-Filer listed on the docket of the proceeding. served by a registered E-Filer exclusively on one or more registered E-Filers who are listed on the docket of the proceeding. In all other instances, a certificate of service must be filed.

(b) **E-Filer Defined.** An E-Filer is a person who is registered in this court according to the General Order on Electronic Filing.

(c) **Certificate of Service.** A Certificate of Service must state that ~~If a certificate of service is required under Local Rule 5.5(a), it must be made by declaration reflecting that~~ service has been made of all documents required to be served by Fed.R.Civ.P. 5(a) in a manner authorized by Fed.R.Civ.P. 5(b) and (c). The certificate shall identify the person(s) served, the date and manner of service, and, if by FAX, ~~the certificate must include a~~ transmission transaction statement confirming that the transmission was received.

(d) **Ex Parte Motion.** A motion for an ex parte order shall be accompanied by an declaration affidavit showing ~~good~~ cause for withholding service and stating whether or not a previous application for similar relief has been made.

Amended XXXXXXX, 2020

## **FINAL LR5.5 with both Published Amendment and Further Court Modification Approved**

### **LR 5.5 Proof of Service**

**(a) When a Certificate of Service is required.** A certificate of service is required only when service of a document filed on the Court's E-Filing system is made on a recipient who is not an E-Filer listed on the docket of the proceeding.

**(b) E-Filer Defined.** An E-Filer is a person who is registered in this court according to the General Order on Electronic Filing.

**(c) Certificate of Service.** A Certificate of Service must state that service has been made of all documents required to be served by Fed.R.Civ.P. 5(a) in a manner authorized by Fed.R.Civ.P. 5(b) and (c). The certificate shall identify the person(s) served, the date and manner of service, and, if by FAX, a transaction statement confirming that the transmission was received.

**(d) Ex Parte Motion.** A motion for an ex parte order shall be accompanied by an affidavit showing cause for withholding service and stating whether or not a previous application for similar relief has been made.

Amended December 30, 2020