

### *Courtesy Copies Of Civil Filings*

The Court requires all parties to submit courtesy copies of **ALL** briefs and motions directly to the Court. It is important to note that the Clerk's Docket typically runs about two to three weeks behind the date of filing. Absent a courtesy copy, the Court is completely unaware that a motion or brief has been filed. Therefore, your submission of a courtesy copy is essential to the efficient resolution pending motions and the management of the Court's civil docket.

Courtesy copies shall be submitted one of the following ways:

- E-mail: [JudgeMcCarty@cpcourt.summitoh.net](mailto:JudgeMcCarty@cpcourt.summitoh.net)
- Mail directly to the Court:        Judge Alison McCarty  
   Summit County Court of Common Pleas  
   209 South High Street  
   Akron, Ohio 44308
- Hand delivery to the Judicial Assistant, Shay Greven
- Courtesy copies consisting of **no more than ten (10) pages** may be submitted via fax: (330) 643-2615