

**U.S. District Court for the Northern District of Texas  
Judges' Copy Requirements for Electronic Filing**

A judge may direct parties to proceed in a case in any manner the judge deems appropriate. Unless otherwise directed, if a judge's copy is required, it **MUST** be in the form required by LR 10.1/LCrR 49.3, or as stated below; must be marked "Judge's Copy" with a copy of the Notice of Electronic Filing (NEF) affixed as the first page; and must be mailed to the judge at the address indicated below **within three business days**. Additional Judge Specific Requirements may be found at: <http://www.txnd.uscourts.gov/judge-specific-requirements>.

JUDGE		COPY REQUIREMENTS (Revised 1/11/24)	MAIL TO
Lynn	(M)	No copies required	-----
Lindsay	(L)	Any criminal filing over 25 pages	1100 Commerce St., Rm. 1544 Dallas, TX 75242
Godbey	(N)	No copies required	-----
Kinkeade	(K)	<b>MDL Cases: No copies required; All Other Civil Cases:</b> Dispositive motions, responses, replies, and appendices thereto AND filings more than 25 pages; <b>Criminal Cases:</b> No copies required	1100 Commerce St., Rm. 1452 Dallas, TX 75242
Boyle	(B)	Appendices that span 50 or more pages.	1100 Commerce St., Rm. 1520 Dallas, TX 75242
O'Connor	(O)	Sealed documents, dispositive motions, responses, replies, and appendices thereto and filings more than 25 pages, placed in a 3-ring binder, and any exhibits or attachments tabbed, indexed, and bound	501 W. 10 <sup>th</sup> St., Rm. 310 Fort Worth, TX 76102
Scholer	(S)	No copies required	-----
Kacsmayk	(Z)	No copies required	-----
Hendrix	(H)	No copies required	-----
Pittman	(P)	No copies required	-----
Starr	(X)	Requirements temporarily suspended - do not mail copies during suspension period.	-----
Brown	(E)	No copies required	-----
Fish	(G)	Requirements temporarily suspended - do not mail copies during suspension period.	-----
Fitzwater	(D)	No copies required	-----
Cummings	(C)	No copies required	-----
Means	(Y)	All filings, with NEF affixed to first page. If 50 pages or fewer, stapled in upper left corner; if 50-150 pages, 2-hole prong fastened at top; if 150 + pages, placed in one or more 3-ring binders of no more than approximately 300 pages	501 W. 10 <sup>th</sup> St., Rm. 502 Fort Worth, TX 76102
Cureton	(BJ)	Appendices and any filing more than 50 pages	501 W. 10 <sup>th</sup> St., Rm. 310 Fort Worth, TX 76102
Toliver	(BK)	No copies required	-----
Horan	(BN)	No copies required	-----
Bryant	(BQ)	No copies required	-----
Reno	(BR)	No copies required	-----
Rutherford	(BT)	No copies required	-----
Parker	(BU)	No copies required	-----