

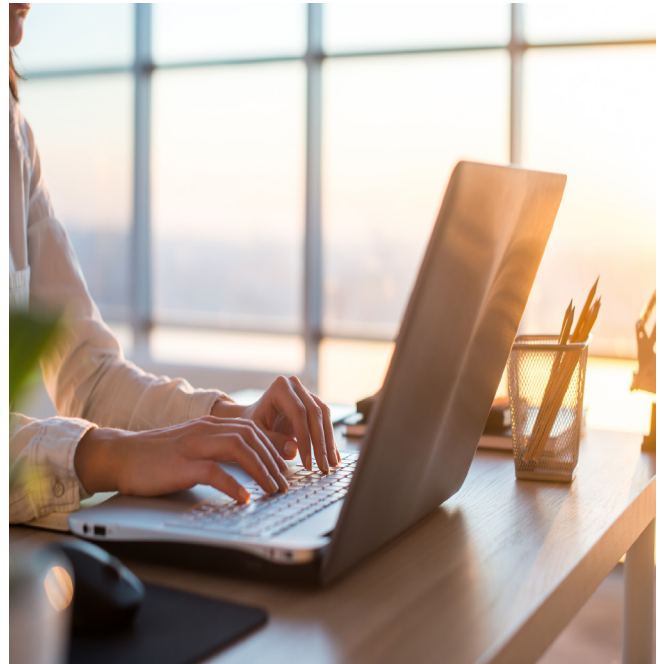
LAW PRACTICE

eFiling and Service: Entry of Service Contact Information

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At the time of preparing your first electronic filing in an action, UTCR 21.100(2)(a) requires you to enter your service contact information in the form of a name and email address, which is then designated as a service contact on behalf of an identified party in the action. By eFiling documents, you have consented to electronic service. This implied consent allows opposing parties to electronically serve you with documents in response to the filing, aside from a few exceptions to eService, such as those documents that require personal service or service under ORCP 7.

Unfortunately, the Odyssey File and Serve program doesn't require you to enter service contact information before moving forward with the filing. This omission makes it appear as though entering the information is an option, even though it is a



requirement under the UTCRs. As a result, many people have failed to enter their service contact information, forcing responding parties to serve documents conventionally despite the other party having already eFiled. And, unfortunately, you cannot create a service contact for an opposing party, even if you know the correct information used.

According to Sam Dupree, assistant general counsel at the Oregon Judicial Department, the eCourt system's failure to require entry of service contact information is the number one complaint his office receives about eCourt. His office is working with Odyssey to update the system and make entry of service contact information a requirement before moving forward with a filing. Yet currently there is no timeline for completion. So until a change is made, remember this requirement and enter service contact information when initiating a filing. ■

Oregon eCourt Resources

As a reminder, the PLF has several practice aids to help you with filing and serving in Oregon eCourt. Visit www.osbplf.org, go to Forms under Practice Management, and select the eCourt category. At right is a list of the practice aids available:

- How to Auto-Forward Oregon eCourt Messages
- Oregon eCourt – Questions and Answers from Oregon eCourt Update CLE
- Oregon eCourt Resources
- Oregon eFiling Checklist for First Time eFiler