

**VIRGINIA:**

**IN THE CIRCUIT COURT OF FAIRFAX COUNTY**

IN RE: EMAIL COMMUNICATION  
WITH CLERKS

MISC. CASE NO. CM-2020-48700

**ORDER**

IT APPEARING TO THE COURT that regulation of email communication to the Court through law clerks, court clerks and deputy clerks is necessary; it is

ORDERED that parties and counsel may only email law clerks, court clerks and deputy clerks to: (1) provide courtesy copies of pleadings and briefs already filed with the Clerk of the Court; (2) address non-substantive administrative matters; or (3) respond to inquiries initiated by the law clerk, court clerk or deputy clerk;

ORDERED that parties and counsel may not email law clerks, court clerks or deputy clerks on substantive matters, to argue or supplement a position on any matter, or to seek legal advice; and

ORDERED that any email sent to a law clerk, court clerk or deputy clerk must be copied to all other counsel or opposing self-represented litigants.

ENTERED this 6<sup>th</sup> day of August 2020.

  
Chief Judge Bruce D. White