## **ADMINISTRATIVE ORDER**

Pursuant to Court Operating Rule 27.01, the Missouri Court Automation Committee has determined that effective September 1, 2019, the following documents, except those filed by self-represented parties, shall be filed electronically in the **Kirkwood Municipal Division**.

DIVISION	CASE TYPE	NEW FILINGS/PENDING CASES
Municipality of Kirkwood	Traffic and Ordinance	New filings/subsequent pleadings
		in all cases

Any attorney filing a response to a case that has been electronically filed shall use the Missouri eFiling System to file their response and any subsequent filings.

Such filings shall be made as provided in Rule 103 and Court Operating Rule 27, copies of which can be accessed at http://www.courts.mo.gov/efilingrules.

Fax filings of pleadings in the 21st Judicial Circuit shall only be accepted from pro se litigants.

The clerk's office shall notify all members of the county bar of this order as well as any other persons the clerk's office deems appropriate and shall assist those making such filings. The clerk's office also shall report any problems to the OSCA Help Desk.

Date: September 1, 2019

Judge Stephen O'Brien

**Kirkwood Municipal Division**