

THE STATE OF NEW HAMPSHIRE

SUPREME COURT

In Case No. 2022-0075, Appeal of LISTEN Community Services, the clerk of court on March 3, 2022, issued the following order:

Notice of Docketing and Mandatory E-Filing

On February 7, 2022, LISTEN Community Services, Inc. filed a Rule 10 appeal, which has been docketed in this court as case number 2022-0075. This case is governed by the Supplemental Rules of the Supreme Court of New Hampshire for Electronic Filing. These Supplemental Rules, along with the generally applicable Rules of the Supreme Court of New Hampshire, are available on the New Hampshire Judicial Branch website:
<https://www.courts.state.nh.us/rules/index.htm>.

The Supplemental Rules require that attorneys, self-represented parties, and nonlawyer representatives submit all documents to the court through the court's electronic filing (e-filing) system, with the exception of certain documents listed in Supplemental Rule 6. Accordingly, each attorney, self-represented party, and nonlawyer representative who intends to participate in this case or to remain on the service and distribution list must register as an e-filer with the Supreme Court e-filing system, unless an exemption is provided to or requested by that person under Supplemental Rule 5.

The address for the Supreme Court e-filing system is <https://ctefile.nhecourt.us/login>. The e-filing system is also accessible through the Electronic Services page of the New Hampshire Judicial Branch website: <https://www.courts.state.nh.us/nh-e-court-project/supreme.htm>. Prior to registering with the e-filing system, attorneys should review the Quick Guide – Registering as an Attorney E-Filer; self-represented parties and nonlawyer representatives should review the Quick Guide – Registering as a Nonlawyer E-Filer. The Quick Guides are available on the Electronic Services page.

Each attorney, self-represented party, and nonlawyer representative who is not already registered with the Supreme Court e-filing system must register and electronically file an appearance on or before March 14, 2022. Of the persons on the distribution list of this order, it appears that Acadia Center, Southern New Hampshire Services, Inc., Attorney Brian D. Buckley, and Attorney Patrick H. Taylor have not yet registered. Registration as an e-filer is mandatory for those who intend to participate in this case or to remain on the service and distribution list. After successfully registering, e-filers will receive through the e-filing system orders and notices issued by the court and filings submitted by other registered e-filers. See Supplemental Rule 18(c)(1) and (e). In

particular, when a registered e-filer submits a document to the court through the e-filing system, and one or more other parties to the case or their representatives have registered as e-filers, the filing party must cause electronic service through the e-filing system to be made on each other registered e-filer by so designating at the time of the filing party's submission; no other form of delivery to a registered e-filer by a registered e-filer is permitted as valid service.

Persons electronically filing a document with the court are not required to submit copies. They must, however, conventionally serve the document by mailing or delivering a paper copy to any party in the case who has not yet registered as an e-filer or who has requested an exemption from the requirement of e-filing. See Supplemental Rule 18(c)(2) and (3).

Any party who is not required to file electronically in the case, or who has requested an exemption from the e-filing requirement, must submit his or her filings to the court conventionally (in paper) and mail or deliver a paper copy of the filings to all other parties. See Supplemental Rule 18(c)(2) and (3).

The court will conventionally send orders and notices to the mailing address of any party who is not required to file electronically or who has requested an exemption from the requirement of e-filing. See Supplemental Rule 18(e); see also Rule 26(9).

This order is entered pursuant to Rule 21(8).

**Timothy A. Gudas,
Clerk**

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