

LCvR17 – Plaintiff and Defendant; Capacity; Public Officers

LCvR17-1 Eligibility to Appear Pro Se; Practice of Pro Se Parties~~Parties Who Are Not Natural Persons.~~

(a) Generally. An individual who is not represented by counsel and who is a party in a pending proceeding may appear pro se and represent himself or herself in the proceeding.

(b) No Representation of Other Parties. A pro se party may not (1) represent any other party or (2) authorize any other individual who is not a member of the bar of this Court to appear on his or her behalf. However, if a pro se party is also an attorney who is otherwise permitted to practice in this Court, the attorney may represent another party in the same action if the representation is otherwise appropriate under the circumstances.

(c) Corporations and Other Entities. A corporation, partnership, limited liability company, trust, estate, or other entity that is not a natural person may not appear pro se. An individual officer, director, partner, member, trustee, administrator, or executor may not appear on behalf of an entity; provided, however, that if such an individual is also an attorney who is otherwise permitted to practice in this Court, the attorney may represent the entity if the representation is otherwise appropriate under the circumstances. The Court may strike any pleading filed on behalf of any entity that purports to appear pro se.

(d) Requirement to Follow Rules. A pro se party is required to comply with all local rules and all applicable federal rules.

(e) Requirement to Provide Mailing Address. A pro se party must provide the Court Clerk and all parties a mailing address at which service upon the pro se party can be made.

(f) Option to Provide Email Address. A pro se party may provide the Court Clerk and all parties an email address at which service upon the pro se party can be made. A pro se party who chooses to receive service of pleadings and other papers by email must complete and file a written consent form, available on the Court's website.

(g) Requirement for Documents Filed with Court. Any document requiring a signature that is filed by a pro se party shall bear the words "pro se" following that party's signature.

(h) Requirement to Update Contact Information. Every pro se party shall inform the Court Clerk and all parties, in writing, of any change of name, address, telephone number, or email address within fourteen days of the change. It is the responsibility of the pro se party to notify the Court Clerk and the parties of any change.

(i) Electronic Filing. As a matter of routine practice, pro se parties will not be authorized to file electronically. If the Court permits, a pro se party may register as a CM/ECF user solely for purposes of the action. If, during the course of the action, the party retains an attorney who appears on the party's behalf, the attorney must advise the Court Clerk to terminate the party's registration as a CM/ECF user upon the attorney's appearance.

~~Parties who are not natural persons may not appear pro se.~~

SUMMARY OF CHANGES

Changes are recommended to provide additional language regarding who may and may not appear pro se and to provide additional guidance to pro se parties.