

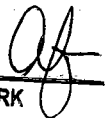
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CLERK

DEPUTY CLERK



IN THE UNITED STATES DISTRICT COURT
FOR THE MIDDLE DISTRICT OF TENNESSEE

IN RE:)
REFUND OF ELECTRONIC)
FILING FEES)

ADMINISTRATIVE ORDER 193

With the advent of the Case Management/Electronic Case Files (CM/ECF), filing parties can inadvertently make erroneous or duplicate payments online. Accordingly, in March 2005, the Judicial Conference approved limited refund authority by the courts when user errors in electronic payments are made. (JCUS-MAR 05, P.11.)

Accordingly, **IT IS ORDERED** that the judicial determination on the refund of a fee erroneously filed or a duplicate payment is delegated to the Clerk of Court. The Clerk of Court shall be authorized to refund a fee paid:

- (1) If it is discovered that a fee has been erroneously paid: or
- (2) If a duplicate payment has been made in the same case.

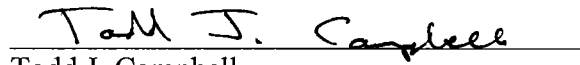
A refund must be requested by application to the Clerk of Court. The application should explain the circumstances leading to the request, and the amount of the requested refund. Supporting documentation must be attached, including a copy of the electronic payment receipt. The application and supporting documentation should be mailed or e-mailed to the Clerk of Court. Authorized refunds shall be processed through the electronic credit card system.

The Court may consider remedial action, such as issuing an order to show cause, to attorneys or law firms making repeated mistakes when submitting fees and requesting refunds.

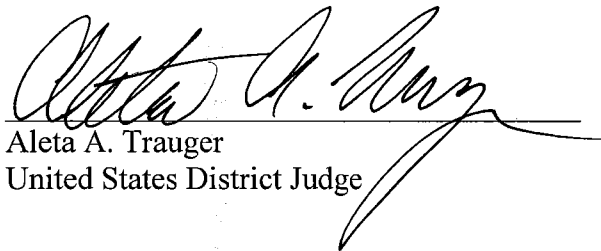
IT IS SO ORDERED:



Kevin H. Sharp
Chief United States District Judge



Todd J. Campbell
United States District Judge



Aleta A. Trauger
United States District Judge