



UNITED STATES DISTRICT COURT  
CENTRAL DISTRICT OF CALIFORNIA

**NOTICE** *from the* **CLERK**

**Electronic Document Submission System for People Without Lawyers**

People who are not represented by attorneys may now submit documents for filing through the Court's Electronic Document Submission System (EDSS) instead of mailing or bringing documents to the Clerk's Office. EDSS allows people without lawyers who have pending cases in the United States District Court for the Central District of California or who wish to file a new case to submit documents electronically to the Clerk's Office.

EDSS is not the same as filing documents electronically in the Court's CM/ECF System. Registration is not required to use EDSS and you do not need a PACER account. Only internet access and an e-mail address are required. Documents are submitted in PDF format through an online portal on the Court's website. An email confirmation is sent to the filer upon receipt of the document. Court staff will then review your document for compliance with applicable local or federal rules prior to filing, as is done currently for documents received by mail or in person.

Attorneys may not use EDSS to submit documents on behalf of their clients. Attorneys are required by the local rules to file documents electronically using the Court's CM/ECF System.

To access EDSS and for additional information, visit the Court's website at <https://apps.cacd.uscourts.gov/edss>.

**Kiry K. Gray**  
**District Court Executive/Clerk of Court**  
**January 19, 2021**

**All posted notices are also available on the Court's public website at [www.cacd.uscourts.gov](http://www.cacd.uscourts.gov).**