

\_\_\_\_\_  
**COURT OF THE STATE OF NEW YORK**  
**COUNTY OF** \_\_\_\_\_

-----X

INDEX/FILE/No.: \_\_\_\_\_

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**APPLICATION FOR EXEMPTION FROM E-FILING  
DURING THE COVID-19 HEALTH EMERGENCY**

Pursuant to recent Administrative Orders issued as a result of the COVID-19 health emergency and specifically regarding the requirement of electronic filing via NYSCEF in courts and case types approved for electronic filing during this emergency, I hereby request to be exempt from such requirement in the case identified in the caption above. I certify that I am unable to participate in the electronic filing and service of documents in this case on behalf of my client because:

I lack:

- the necessary computer hardware
- a connection to the internet
- a scanner or other device by which documents may be converted to an electronic format
- the knowledge regarding operation of computers and/or scanners needed to participate in electronic filing of documents in this case and no employee of mine or of my firm, office or business who is subject to my direction possesses such knowledge

**Or**, because (insert any additional or alternative reason(s) below):

\_\_\_\_\_  
\_\_\_\_\_

Dated: \_\_\_\_\_

Attorney Signature: \_\_\_\_\_ Print Name: \_\_\_\_\_

Name of Client: \_\_\_\_\_

Firm Name: \_\_\_\_\_ Address: \_\_\_\_\_

E-mail: \_\_\_\_\_ Phone #: \_\_\_\_\_

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**FOR COURT USE:**

[ ] application is **APPROVED**; the Clerk is directed to notify the applicant that all documents must be filed and served by mail or as follows: \_\_\_\_\_.

[ ] application is **NOT APPROVED**; the Clerk is directed to notify the applicant.

Dated: \_\_\_\_\_

\_\_\_\_\_  
Hon.

**APPLICATION TO BE SENT TO THE COURT BY MAIL OR SUCH OTHER METHOD AS THE COURT DIRECTS**