



## CM/ECF Events

Event Category	Event	Comments
<b>Briefs</b>		
	Brief/Appendix or Joinder	Omit unnecessary cover or transmittal letters; use event for all non-confidential briefs, appendices and joinders; the brief is not considered filed until it's accepted by the Clerk's Office.
	Confidential Brief /Appendix or Joinder	You must use this event for all <b>confidential</b> briefs/appendices and joinders; any PDFs uploaded using this event will not be available for viewing; you must serve the parties by alternate method. See FCR 25(c)(1)(G).
	Notice of Correction	Use this event to file a Notice of Correction to a document that appears on the Federal Circuit's docket report. The corresponding corrected version of the document must be uploaded under its own event and may not be included as an attachment in the Notice of Correction event.
	Notice of Intent to File Briefs on CD-ROM – FCR 32(e)	Refer to FCR 32(e).



Event Category	Event	Comments
	Certificate of Compliance – Confidentiality Requirements	For filing <a href="#">Form 31</a> . Use this event to submit the certificate of compliance with Rules 27(m) and 28(d).
<b>Calendar</b>		
	Citation of Supplemental Authority – FRAP 28(j)	Refer to FRAP 28(j).
	Memorandum in Lieu of Oral Argument	Should the case be submitted on the briefs, use this event to submit a memorandum in accordance with the court's notice of submission without oral argument.
	Notice Regarding Conflicts with Argument Dates	Use to notify the court of conflicts with potential argument dates (See Practice Notes to FCR 34). Counsel should review the <a href="#">Calendar of Sessions</a> and only include conflicts for dates the court is actually sitting for argument. An amended conflict notice should be filed if additional conflicts become known.
<b>Caption</b>		
	Notice of Objection to the Caption	Use to request modification of the official caption only if there are clear errors in the caption (e.g., misspelling, incorrect designation). Any non-typographical or otherwise substantive changes (e.g., missing party, party name change, or party substitution) must be requested through a motion.



Event Category	Event	Comments
<b>Confidential Document</b>		
	Confidential Brief/Appendix or Joinder	You must use this event for all <b>confidential</b> briefs/appendices and joinders; this event will not send electronic notification, you must serve the parties by alternate method. See FCR 25(c)(1)(G).
	Sealed or Confidential Document	Use this event for any <b>Confidential</b> Document other than a brief or appendix; any PDFs uploaded using this event will not be available for viewing and must be served on parties using an alternate method.
<b>Costs/Fees</b>		
	Pay Docketing Fee	If the fee was not paid when the notice of appeal or petition for review was submitted, use this event to pay the docketing fee after the case is opened.
<b>Forms and Certificates</b>		
	Bill of Costs	For filing <a href="#">Form 24</a> . This event should also be used when filing a stipulated Bill of Costs.
	Certificate of Compliance – Confidentiality Requirements	For filing <a href="#">Form 31</a> . Use this event to submit the certificate of compliance with Rules 27(m) and 28(d).
	Certificate of Compliance – Protective Order	Report agreement in trial court (Rule 11) or agency (Rule 17) regarding modification of protective orders (also applies for FCR 30(h)(1)(B)).



Event Category	Event	Comments
	Certificate of Compliance – Transcript	Refer to FRAP 10(b)(1).
	Certificate of Interest	For filing <a href="#">Form 9</a> . Refer to FCR 47.4. If representing multiple parties, one combined COI should be filed for all parties. Continuation pages may be included as needed. All items must be answered or indicate “None” or “N/A.” Attorneys who are concurrently filing EOAs with the COI or who have already filed EOAs in the case must not be included in item #4. If a COI is included in a filing’s required contents, the COI must be attached to that document and may not be filed separately using this event. An amended COI must be filed if any information changes, pursuant to FCR 47.4(c).
	Corrected Certificate of Service	All documents are required to contain proof of service under FRAP 25(d). If a filing failed to include proof of service or included an incorrect proof of service, this event may be used to correct the deficiency. This event should not be used for an original proof of service. An original proof of service must be attached to the applicable document
	Docketing Statement	For filing <a href="#">Form 26</a> . Refer to the <a href="#">Court’s Mediation Guidelines</a> and FCR 33.1. A docketing statement is <b>not</b> required in appeals where a pro se appears as a party. All items must be answered or indicate “None” or “N/A.”



Event Category	Event	Comments
	Entry of Appearance	For filing <a href="#">Form 8</a> . If representing multiple parties, one combined EOA should be filed for all parties (unless an attorney is principal counsel for only some portion of the represented parties, then two EOAs must be filed). Continuation pages may be included as needed. All items must be answered or indicate "None" or "N/A," and use of "et al" is prohibited. Only one attorney can be designated as principal counsel for the party. An amended EOA must be filed if any information changes, pursuant to FCR 47.3(c)(1).
	Statement Concerning Discrimination – FCR 15(c)	For filing <a href="#">Form 10</a> . Required in Merit Systems Protection Board or Arbitrator cases. See FCR 15(c).
	Joint Statement of Compliance – FCR 33	Refer to FCR 33.
	Transcript Purchase Order Form	For filing <a href="#">Form 22</a> .
	USERRA Notification Form	For filing <a href="#">Form 6B</a> . For Merit System Protection Board cases only (if applicable).
<b>Letters and Notices</b>		
	Letter or Notice from Party	If requesting specific relief, the document must take the form of a motion under FRAP 27 and be filed using the <b>Motion</b> event.



Event Category	Event	Comments
	Notice of Correction	Use this event to file a Notice of Correction to a document that appears on the Federal Circuit's docket report. The corresponding corrected version of the document must be uploaded under its own event and may not be included as an attachment in the Notice of Correction event.
	Notice of Election to Participate Pursuant to 37 CFR 1.983	Use to file a Notice of Election to Participate in a pending IPR appeal.
	Notice of Intent to File Briefs on CD-ROM – FCR 32(e)	Refer to FCR 32(e).
	Notice of Intent to Use Visual Aids/Physical Exhibits at Argument	Refer to FCR 34(c).
	Notice of Intervention – 35 USC 143	Refer to FRAP 15(d).
	Notice of Joinder to Document	Use when joining in another party's document. Do not use for joinders to briefs (use <b>Brief/Appendix or Joinder</b> instead).
	Notice of Objection to the Caption	Use to request modification of the official caption only if there are clear errors in the caption (e.g., misspelling, incorrect designation). Any non-typographical or otherwise substantive changes (e.g., missing party, party name change, or party substitution) must be requested through a motion.



Event Category	Event	Comments
	Notice of Paper Filing – FCR 25(c)(1)(H)	Refer to FCR 25(c)(1)(H). This event may only be used for filings permitted by this rule and may not be used in lieu of filing a motion to waive e-filing requirements.
	Notice Regarding Bankruptcy	Use only to notify the court of bankruptcy proceedings.
	Notice Regarding Conflicts with Argument Dates	Use to notify the court of conflicts with potential argument dates (See Practice Notes to FCR 34). Counsel should review the <a href="#">Calendar of Sessions</a> and only include conflicts for dates the court is actually sitting for argument. An amended conflict notice should be filed if additional conflicts become known.
	Notice Regarding Pending District Court Motions – FRAP 4(a)(4)(A)	Refer to FRAP 4(a)(4).
	Citation of Supplemental Authority – FRAP 28(j)	Refer to FRAP 28(j).
<b>Miscellaneous</b>		
	Agreed Statement in Lieu of Certified List	Use this event only if the court has authorized the parties to file an agreed statement in lieu of the certified list
	Amended Notice of Appeal or Petition for Review	Use this event to file an amended notice of appeal or petition for review. In appeals from district court proceedings, an amended notice of appeal must be filed with the district court. It is not necessary to file a courtesy copy with this court.
	Citation of Supplemental Authority – FRAP 28(j)	Refer to FRAP 28(j).



Event Category	Event	Comments
	Notice of Joinder to Document	Use when joining in another party's document. Do not use for joinders to briefs (use <b>Brief/Appendix or Joinder</b> instead).
	Other Document	Use this event only when no other event applies. If there is uncertainty as to whether a different event should apply, please contact the Clerk's Office.
<b>Motions</b>		
	Motion	More than one relief may need to be selected, depending on nature of motion.
	Motion for Leave to Proceed in Forma Pauperis	For filing <a href="#">Form 6</a> . The document filed with this event is restricted and is not available to the public.
	Response/Opposition with Incorporated Motion	Use this event when filing a motion as part of a response/opposition. The title of the document should reflect the incorporation of the motion. This event will allow the user to select the requested relief(s).
	Status Report with Incorporated Motion	Use this event when filing a motion as part of a status report. The title of the document should reflect the incorporation of a motion. This event will allow the user to select the requested relief(s).





Event Category	Event	Comments
<b>Rehearing and En Banc Petitions</b>		
	Petition	Refer to FCR 35, FCR 40. Use this event only for filing petitions for panel or en banc rehearing or en banc hearing.
	Response/Opposition	Use to respond to a document not covered by another response/opposition event.
	Reply	Use to reply to a Response/Opposition.
	Response/Opposition with Incorporated Motion	Use this event when filing a motion as part of a response/opposition. The title of the document should reflect the incorporation of the motion. This event will allow the user to select the requested relief(s).
<b>Response/Reply</b>		
	Reply	Use to reply to a Response/Opposition. If filing a reply to a brief, use the event <b>Brief/Appendix or Joinder</b> .
	Response to Court	Use when responding to the Court (e.g., show cause order).
	Response to Oral Argument Order	Use when responding to an Oral Argument Order. Note: This is a paperless entry (i.e., no document can be uploaded).
	Response/Opposition	Use to respond to a document not covered by another response/opposition event. If filing a response to a brief, use the event <b>Brief/Appendix or Joinder</b> .



Event Category	Event	Comments
	Response/Opposition with Incorporated Motion	Use this event when filing a motion as part of a response/opposition. The title of the document should reflect the incorporation of the motion. This event will allow the user to select the requested relief(s).
<b>Status Reports</b>		
	Status Report	Use to file a status report that does not include an incorporated motion.
	Status Report with Incorporated Motion	Use this event when filing a motion as part of a status report. The title of the document should reflect the incorporation of a motion. This event will allow the user to select the requested relief(s).



## CM/ECF Motion Reliefs

Relief Category	Relief	Comments
<b>Amicus</b>		
	leave to file amicus brief on en banc or rehearing petition	Use to request leave to file a brief as an amicus curiae on a petition for hearing en banc or petition for rehearing under FCR 35(g) and 40(g). <i>Note:</i> The brief may not be uploaded as an attachment to the motion and must instead be filed using the <b>Brief/Appendix or Joinder</b> event.
	leave to file an amicus curiae brief	Use to request leave to file a brief as an amicus curiae under FRAP 29(a)(3). <i>Note:</i> The brief may not be uploaded as an attachment to the motion and must instead be filed using the <b>Brief/Appendix or Joinder</b> event.
<b>Attorneys</b>		
	appear pro hac vice	Use to request that an attorney not admitted to the Federal Circuit Bar be allowed to appear before the court.
	withdraw attorney	Use to request that an attorney appearing in the case be withdrawn as counsel under FCR 47.3(c)(5). <i>Note:</i> Government attorneys are not required to file a motion.
<b>Briefing</b>		
	extend time to file appendix	Use to request an extension of time for an appendix or supplemental appendix, or to request leave to file an appendix out of time.



Relief Category	Relief	Comments
	extend time to file brief	Use to request an extension of time to file any type of brief, or to request leave to file a brief out of time.
	set briefing schedule	Use to request a briefing schedule that is different from the schedule required by the Rules or ordered by the court. <i>Note:</i> If requesting an expedited briefing schedule, use the relief <b>expedite briefing</b> .
<b>Calendar/Argument</b>		
	additional time at oral argument	Use to request additional argument time at oral argument.
	allow argument	Use to request argument in a case.
	hear case before the same merits panel	Use to request that a case be heard by the same panel of judges as a prior related case.
	in camera proceedings	Use to request that argument occur in a sealed courtroom to allow for inclusion of confidential material.
	recuse judge	Use to request that a given judge not be assigned to a merits/motions panel
	reschedule argument	Use to request rescheduling of an already-scheduled oral argument.
	schedule oral argument	Use to request a specific date/time for oral argument to be held.
	treat as companion case	Use to request that specified related cases be scheduled for oral argument on the same day before the same merits panel. ( <i>Note:</i> The cases would not be consolidated and would still be briefed and argued separately). Such a motion should be filed in all cases that would be made companions.
	waive oral argument	Use to request that a case be submitted on the briefs instead of argued orally.



Relief Category	Relief	Comments
<b>Caption</b>		
	modify the official caption	Use to request non-typographical or otherwise substantive changes to the official caption, such as a missing party or party name change. (Note: A request to substitute parties should use the relief <b>substitute party</b> .)
	substitute party	Use to request substitution of one or more parties in a case. Note: To reflect a party name change in the official caption, use the relief <b>modify the official caption</b> .
<b>Case Termination</b>		
	limited remand	Use to request a partial remand of the case to the originating court/agency. Note: To request a remand of the entire case, use the relief <b>terminate appeal</b> .
	dismiss appeal pursuant to FRAP 42(b)	Use to request voluntary dismissal under FRAP 42(b).
	summary affirmance	Use to request that a case be summarily affirmed.
	terminate appeal	Use to request termination of a case or set of consolidated cases. The motion must specify all case number(s) to be terminated. Note: Use the relief <b>summary affirmance</b> for summary affirmance of a case, and <b>dismiss appeal pursuant to FRAP 42(b)</b> for voluntary dismissal requests.



Relief Category	Relief	Comments
<b>Consolidation</b>		
	consolidate appeals	Use to request consolidation of specified related cases ( <i>Note</i> : the cases would be briefed and argued jointly). Such a motion should be filed in all cases that would be newly consolidated.
	deconsolidate appeals	Use to request the deconsolidation of a currently consolidated set of cases. The motion must specify which cases are to be deconsolidated, and what the relationship between the deconsolidated cases should be (e.g., proceed as stand-alone cases, as companion cases, or consolidated into subsets). The motion must be submitted in the lead case only.
<b>Correct or Supplement</b>		
	correct/supplement	Use when seeking to correct or supplement a document that already appears on the Federal Circuit's docket report.
	leave to file supplemental appendix	Use to request leave to file a supplemental appendix. <i>Note</i> : A motion is not required to file a supplemental appendix under FCR 30(e) or 30(f).
	leave to file supplemental brief	Use to request leave to file a supplemental brief or sur-reply brief, or to request a supplemental briefing schedule.



Relief Category	Relief	Comments
<b>Costs or Fees</b>		
	allow costs	Use to request that costs be permitted under FRAP 39 and FCR 39. This can be used if either the court did not authorize costs in the case or if certain requested costs would not ordinarily be taxable (e.g., shipping).
	attorney fees and expenses	Use to request attorney fees under FCR 47.7. <i>Note:</i> Equal Access to Justice Act fee requests must be submitted using the relief <b>EAJA attorney fees and expenses</b> .
	EAJA attorney fees and expenses	For filing <a href="#">Form 20</a> . Use to request attorney fees under the Equal Access to Justice Act. <i>Note:</i> Other attorney fee requests must be submitted using the relief <b>attorney fees and expenses</b> .
	waive fees	Use to request waiver of a required fee under FCR 52. <i>Note:</i> motions for leave to proceed in forma pauperis must be filed under the event <b>Motion for Leave to Proceed in Forma Pauperis</b> , which is a restricted-view event.
<b>Disqualify/Recuse</b>		
	disqualify	Use when moving to disqualify an attorney or law firm from a case.
	recuse judge	Use to request that a given judge not be assigned to a merits/motions panel.



Relief Category	Relief	Comments
<b>Emergency Stay R.8/R.18</b>		
	stay pending appeal – Rule 8/18	Use to request stay of an underlying order/case pending appeal under FRAP 8 or 18. <i>Note:</i> If the Federal Circuit has not yet docketed the case, a motion under this rule must be filed under <b>Utilities → Submit New Case</b> .
	lift injunction	Use to request that an underlying injunction be lifted pending appeal under FRAP 8 or 18. <i>Note:</i> If the Federal Circuit has not yet docketed the case, a motion under this rule must be filed under <b>Utilities → Submit New Case</b> .
	lift stay	Use to request that an underlying stay be lifted pending appeal under FRAP 8 or 18. <i>Note:</i> If the Federal Circuit has not yet docketed the case, a motion under this rule must be filed under <b>Utilities → Submit New Case</b> .
	temporary injunction pending appeal	Use to request a temporary injunction pending appeal under FRAP 8 or 18. <i>Note:</i> If the Federal Circuit has not yet docketed the case, a motion under this rule must be filed under <b>Utilities → Submit New Case</b> .
<b>Exhibits</b>		
	transmit physical exhibits	Use to request transmission of physical exhibits from the underlying court/agency to the Federal Circuit.





Relief Category	Relief	Comments
<b>Expedite</b>		
	expedite briefing	Use to request an expedited briefing schedule, and include a proposed schedule. <i>Note:</i> Also select <b>expedite hearing</b> as a second relief if seeking an expedited hearing.
	expedite hearing	Use to request an expedited hearing. <i>Note:</i> Also select expedite briefing as a second relief if seeking expedited briefing.
	expedite other	Use for any other expedited requests.
<b>Extend Time</b>		
	extend time to file appendix	Use to request an extension of time for an appendix or supplemental appendix, or to request leave to file an appendix out of time.
	extend time to file petition for rehearing/en banc	Use to request an extension of time to file a petition for panel rehearing or rehearing en banc, or to request leave to file a petition out of time.
	extend time to file a response to en banc or rehearing petition	Relief also used if filing response out of time.
	extend time to file brief	Use to request an extension of time to file any type of brief, or to request leave to file a brief out of time.
	extend time to file other	Use to request an extension of time for all other documents not covered by the other extension reliefs (including requests for leave to file a document out of time).



Relief Category	Relief	Comments
<b>In Forma Pauperis</b>		
	leave to proceed in forma pauperis	Access to the document is restricted and is only available to users associated with the case.
<b>Intervene</b>		
	leave to intervene	Use to request leave to intervene.
<b>Judicial Notice</b>		
	take judicial notice	Use to request that the court take judicial notice.
<b>Mandate</b>		
	issue mandate	Use to request that the court issue the mandate immediately.
	recall mandate	Use to request that the court recall the mandate, if it has already issued.
	stay mandate	Use to request that issuance of the mandate be stayed.
<b>Other</b>		
	clarify	Use to request clarification from the court.
	modify protective order	Use to request modification of a protective order.
	other relief	Use this relief when no other relief applies. <i>Note:</i> If there is uncertainty as to whether a different relief should apply, please contact the Clerk's Office.
	reactivate appeal under FRAP 4(a)(4)	Use to request that the court reactivate a case under FRAP 4(a)(4), following disposition of pending post-judgment motions.



Relief Category	Relief	Comments
	seal case	Use to request that a case be sealed.
	seal document	Use to request restricted access to a document.
	set briefing schedule	Use to request a briefing schedule that is different from the schedule required by the Rules or ordered by the court. <i>Note:</i> If requesting an expedited briefing schedule, use the relief <b>expedite briefing</b> .
	vacate	Use to request that the court vacate an order or decision.
	unseal	Use to request the unsealing of either a case or a document.
<b>Precedential</b>		
	reissue as precedential	Use to request that the court reissue a decision or order as precedential under FCR 32.1(e).
<b>Reconsider</b>		
	reconsider order	Use to request that the court reconsider an order. <i>Note:</i> if requesting reconsideration of an order terminating a case, also select the relief <b>reopen case</b> .
	reconsider order en banc	Use to request that the court reconsider an order en banc. <i>Note:</i> If requesting reconsideration of an order terminating a case, also select the relief <b>reopen case</b> .
<b>Rehearing and En Banc Petitions</b>		
	extend time to file a response to en banc or rehearing petition	Use to request an extension of time to file a response to a petition for en banc or rehearing, or to request leave to file a response out of time.



Relief Category	Relief	Comments
	extend time to file petition for rehearing	Use to request an extension of time to file a petition for panel rehearing or rehearing en banc, or to request leave to file a petition out of time.
	leave to file amicus brief on en banc or rehearing petition	Use to request leave to file a brief as an amicus curiae on a petition for hearing en banc or petition for rehearing under FCR 35(g) and 40(g). <i>Note:</i> The brief may not be uploaded as an attachment to the motion and must instead be filed using the <b>Brief/Appendix or Joinder</b> event.
<b>Reopen</b>		
	reopen appeal	Use to request that a case be reinstated.
<b>Response/Reply</b>		
	leave to file a response/reply	Use to request leave to responding or reply to a document that does not allow for a response/reply under the Rules.
<b>Sanctions/Damages</b>		
	sanction	Use to request that the court levy sanctions on an attorney or party.
<b>Stay</b>		
	continue stay	Use to request that a case continue to be stayed.
	stay pending appeal – Rule 8/18	Use to request stay of an underlying order/case pending appeal under FRAP 8 or 18. <i>Note:</i> If the Federal Circuit has not yet docketed the case, a motion under this rule must be filed under <b>Utilities → Submit New Case</b> .



Relief Category	Relief	Comments
	lift injunction	Use to request that an underlying injunction be lifted pending appeal under FRAP 8 or 18. <i>Note:</i> If the Federal Circuit has not yet docketed the case, a motion under this rule must be filed under <b>Utilities → Submit New Case</b> .
	lift stay	Use to request that a stay of a case be lifted. <i>Note:</i> If the Federal Circuit has not yet docketed the case, a motion under this rule must be filed under <b>Utilities → Submit New Case</b> .
	reactivate appeal under FRAP 4(a)(4)	Use to request that the court reactivate a case under FRAP 4(a)(4), following disposition of pending post-judgment motions.
	stay appeal	Use to request that a case be stayed.
	temporary injunction pending appeal	Use to request a temporary injunction pending appeal under FRAP 8 or 18. <i>Note:</i> If the Federal Circuit has not yet docketed the case, a motion under this rule must be filed under <b>Utilities → Submit New Case</b> .
<b>Strike</b>		
	strike document	Use to request that a document be stricken in whole or in part. <i>Note:</i> A motion to strike must be included in a responsive brief if one is authorized or if leave is obtained under FCR 27(e), and may not take the form of a separately filed motion.
<b>Waive Requirement</b>		
	allow e-filing	Use to request electronic filing privileges.



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	exempt from electronic filing	Use to request that a specific attorney filer, a given document, or the case in general be exempt from electronic filing under FCR 25(c)(1)(I).
	waive confidentiality requirements	Use to request waiver of confidentiality requirements for a brief under FCR 28(d) or motion under FCR 27(m).
	waive other requirement	Use to request waiver of a requirement only if no other waive requirement relief applies.
	waive requirements of brief or appendix	Use to request waiver of a requirement of a brief or appendix. <i>Note:</i> If requesting waiver of a confidentiality requirement under FCR 28(d), select the relief <b>waive confidentiality requirements</b> .
	waive requirements of Rule 27(f)	Use to request waiver of FCR 27(f), which requires that parties may not file a motion to dismiss or remand an appeal if the appellant/petitioner has already filed its brief. <i>Note:</i> The relief <b>terminate appeal</b> must also be selected if the body of the motion provides grounds for dismissal/remand.
<b>Withdraw</b>		
	substitute party	Use to request substitution of one or more parties in a case. <i>Note:</i> To reflect a party name change in the official caption, use the relief <b>modify the official caption</b> .



Relief Category	Relief	Comments
	withdraw attorney	Use to request that an attorney be withdrawn from representation of a party or the from the case in general. <i>Note:</i> This does not apply to attorneys for the United States under FCR 47.3(c)(5). An entry of appearance for new principal counsel is required to be submitted using its own event if the attorney withdrawing is current principal counsel. To substitute an attorney, file an <b>amended entry of appearance</b> .
	withdraw document	Use for a party who filed the document to request that the filing be withdrawn.
	withdraw party	Use to withdraw a party from the case. This relief should not be used instead of <b>dismiss appeal pursuant to FRAP 42(b)</b> .