

UNITED STATES DISTRICT COURT

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MIDDLE DISTRICT OF GEORGIA
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ANNOUNCEMENT

Electronic Access to Sealed Documents and Service of Sealed Documents

In accordance with guidance from the Administrative Office of United States Courts, on September 24, 2025, the Middle District of Georgia adopted a Standing Order implementing new procedures for the storage and service of electronically filed sealed documents.

The term “sealed documents” as used in this announcement, and the Court’s administrative order, broadly applies to all sealed, ex parte, applicable party restricted, and case participant restricted documents (with the exception of those designated as restricted to public terminals such as those specified in Fed. R. Civ. P. 5.2(c)).

What Remains the Same

Sealed documents must continue to be filed in the court’s CM/ECF system in accordance with Local Rules and Administrative Procedures.

Users will continue to receive a Notice of Electronic Filing (NEF) when case activity occurs, including when a sealed document is electronically filed in CM/ECF.

What’s New

Sealed documents filed electronically **will no longer be accessible or viewable** through the CM/ECF or PACER systems by non-court users.

While the docket text will be publicly available, the PDF copy of the document will not be accessible or viewable by non-court users. Users should avoid clicking the link in the NEF in order not to be charged a fee by PACER for viewing a blank placeholder file.

To obtain access to an electronically filed sealed document, users should rely on the copy served by their opposing party. A party with a right to access a sealed document may also request a paper copy by contacting the clerk’s office. Applicable [copy fees](#) will be applied to requests made to the court.

New Service Procedure

Service of sealed documents will no longer be accomplished by electronic filing in CM/ECF.

Service must now be accomplished outside of CM/ECF by other appropriate means as provided by the applicable Federal Rules of Procedure. Service of filed documents outside of CM/ECF must include a certificate of service pursuant to Fed. R. Civ. P. 5(d)(1)(B) or Fed. R. Crim. P. 49(b)(1).

Sealed court orders will be served by U.S. Mail or other secure means as approved by the Court.

For more information, see the court's Standing Order 2025-02.

Contact information for each divisional clerk's office can be found [here](#).