

NOTIFICATION

Sub: e-Courts – E-Filing of all types cases in Chennai District on e-filing portal –commence on and from 25.10.2021 – Instructions – Issued - Regarding.
Ref: High Court’s Letter in Roc.No.30036A/2020/Comp3, Dated 22.05.2020 and 06.09.2021.

It is notified that the facility of e-filing cases (all type of cases) in the Courts functioning at Chennai District on e-filing portal (<https://efiling.ecourts.gov.in/tn/>) developed by the Hon'ble e-Committee, Supreme Court of India will commence on and from **25.10.2021**.

Before e-filing, the Advocate or Party-in-person shall be required to create user account on the e-filing portal (<https://efiling.ecourts.gov.in/tn/>).The account creation process shall be verified by One Time Password (OTP) which will be sent to the Mobile Number and email address of the concerned Advocate/ Party-in-person. In case of Non-Availability of Advocate Record while registering, the advocate shall require to send the details of advocate in the format enclosed herewith to ecourtschennai@gmail.com.

A detailed guidelines and tutorial video prepared by the Hon'ble Madras High Court for the e-Filing process and the detailed user manual prepared by the Hon'ble e-Committee, Supreme Court of India along with the steps required to be taken as per the practice prevailing in Madras High Court is available on the web site of Madras HighCourt (<https://www.hcmadras.tn.nic.in>).

Advocate/Party-in-person should follow the ‘Madras High Court e-Filing Rules 2020’ which was notified in the Official Gazette and the same is available in the website of Madras High Court. (<http://www.hcmadras.tn.nic.in>).

Advocates/ Party-in-Person are informed that as per in Rule 8.2 of the ‘Madras High Court e-Filing Rules 2020’, in all cases, unless exempted, the originals of the documents relied as evidence that are scanned and digitally signed by the Advocate or the litigant in person, as the case may be, presented at the time of e-filing should be filed in the Registry at the earliest point of time, preferably before the commencement of trial or hearing.

For the purpose of remitting Court fee, the Advocate/Party-in-person are instructed to avail the e-Stamping facility through the URLs: <https://pay.ecourts.gov.in/epay/> and <http://www.shcilestamp.com> for online payment.

s/d R.SELVAKUMAR
Principal Judge,
City Civil Court, Chennai.

To

- 01) All the Judicial Officers in Chennai District.
- 02) All the Bar Associations, Chennai District.
- 03) Notice Boards.

Format for Updating Advocate Details for Registration of E-Filing Account

(* Mandatory fields)

*Name of Advocate:

*Date of Birth :

*M.S.No :

*Name of Bar :

Association

*Address :

*Mobile No :

*Email ID :