

U.S. DISTRICT COURT CLERK'S COURTERLY



August 2023



Newly Naturalized citizens from Naturalization Ceremony held on July 10, 2023 in Cheyenne.

- ◆ **Naturalization Ceremony to be held August 4th in Jackson, WY.**
- ◆ **The Clerk's Office will be closed September 4th in observance of Labor Day.**

NOTICE REGARDING AMENDMENT TO Fed.R.Civ.P 7.1 REQUIRING THE FILING OF A DISCLOSURE OF CORPORATIONS AND/OR DISCLOSURE OF MEMBERS OF LLC OR PARTNERSHIP



On December 1, 2022, newly amended Fed.R.Civ.P 7.1 went into effect adding a disclosure requirement for corporate citizenship information in all diversity (28 U.S.C. 1332) cases. It is now required that any corporation in a case filed under the 28 U.S.C. 1332 diversity cause

of action must file a **Disclosure of Corporations** and/or a **Disclosure of Members of LLC or Partnership** as either an attachment to or as a separate pleading within three (3) calendar days of filing a complaint, answer, or any other initial responsive pleading. The filing of a corporate disclosure is also due within three (3) calendar days of a corporation being granted permission to intervene in any diversity matter. Failure to file a Disclosure of Corporations and/or a Disclosure of Members of LLC or Partnership will result in a Notice to Submit Disclosure Statement being filed by the Court.

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NOTICE REGARDING AMENDMENT TO Fed.R.Civ.P 7.1 Continued....

The new events can be found under **Civil -> Other Filings -> Other Documents -> Disclosure of Corporations** and **Civil -> Other Filings -> Other Documents -> Disclosure of Members of LLC or Partnership**. Please ensure you use the correct event when filing your Disclosure(s); make certain you add every corporation when filing the Disclosure of Corporations; and verify that you add every member and/or individual associated with the LLC(s) and/or partnership(s) when filing the Disclosure or Members of LLC or Partnership. It is also important that you select the correct classification of each person/corporation (Other Affiliate/Corporate Parent/Individual/Member) under the “Type” dropdown menu.

As always, if you have any questions or concerns please contact the Clerk’s Office Helpdesk at 307/232-2620 (Casper) or 307/433-2120 (Cheyenne).



REMINDER: Don't Forget to Flatten your PDFs

When using fillable forms, please remember to flatten your PDF document, prior to attaching in CM/ECF. This will ensure that documents remain un-editable after filing!

Quick Reference Guide: How to Flatten a PDF

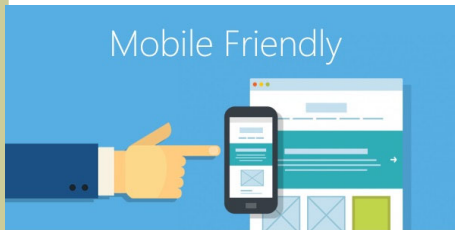
1. Complete the PDF document and review it to ensure the inclusion of all necessary data/info.
2. Go to *File—Print*.
3. From the printer drop-down, select “*Microsoft Print to PDF*.”
4. If you have Adobe Acrobat installed, you might see “*Print to Adobe PDF*” instead of “*Microsoft Print to PDF*” but both are valid options.
5. Name and save the flattened PDF file.

DOCKETING TIP WHEN FILING PRAECIPES

You may file one praecipe when issuing multiple summonses. Please also ensure your summonses are flattened before attaching to the docket.

US Courts News Roundup

Judiciary Launches New Federal Ticket Processing Website



Individuals can now pay tickets for minor federal violations more easily, using the redesigned website for the Judiciary’s Central Violations Bureau (CVB). The website officially launched in May, leverages new technologies and best design practices to improve usability and accessibility across devices, including smart phones.

Click [HERE](#) to read to full article.

Probation Officers Partner with Community to Help ‘People Change Their Lives’



Highlighting how these offices and their community partners are stronger together is the goal of this year’s National Pretrial, Probation, and Parole Supervision Week, which is being observed from July 16-22 this year.

Click [HERE](#) to read to full article.

2022 Wiretap Report: Intercepts Rise, Arrests and Convictions Fall

Federal and state courts reported a combined 7% increase in authorized wiretaps in 2022, compared with 2021, according to the Judiciary’s 2022 Wiretap Report. Arrests and convictions in cases involving electronic surveillance decreased.

To read the full article click [HERE](#).

For more information about these stories and other US Court news, check out the US Courts website at: <https://www.uscourts.gov/judiciary-news>



FRIENDLY REMINDERS TO COUNSEL:

Please adhere to our [Civil Local Rules](#) when filing a non public or sealed document. Absent prior Court authorization, no case or documents may be filed under seal or as non-public.

RULE 84.2 [ADMISSION TO PRACTICE](#): Please Note: You may submit all attorneys being admitted in one motion rather than filing separate motions.

Our Mission: Employees representing the U.S. District Court for the District of Wyoming are committed to the impartial administration of justice. Driven by respect, integrity, and a dedication to excellence, we are here to serve the Public, Bar, and Court in a manner that will instill trust and confidence in the Judiciary. We endeavor to support a just and timely resolution of matters brought before the Court.