

U.S District Court CLERK'S COURTERLY



November 2024



Judge Klosterman's Formal Investiture Ceremony 10/11/2024

TOP NEWS

Court Closures:

- November 11th in observance of Veteran's Day.
- November 28th and 29th for Thanksgiving.

Welcome onboard, Brandi!

Ladies and gentlemen, please help us welcome our newest Court employee! We are ecstatic to introduce Brandi Robinson, Courtroom Deputy for the Honorable Scott P. Klosterman in Cheyenne.

WELCOME

MAGISTRATE

JUDGE

KLOSTERMAN

CHEYENNE CLERK'S OFFICE RENOVATION BEGINS!

The Cheyenne Clerk's Office has launched an extensive renovation project planned to last approximately five to seven months. During this time, the Jury Assembly Room—room 2115, will serve as the temporary intake area for the Clerk's Office.



The renovation should have no impact on the courtrooms or scheduled hearings. We appreciate your patience and understanding during the remodel. Please reach out to us with any questions—(307) 433-2120.

E-Filing Reminders to Counsel



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.

Adding attachments to your filing

When adding attachments, please use the drop-down category to specify what you are adding. If the drop down does not have what you are attaching, you can be more descriptive in the Description box, but it is not necessary to do both.

Date document filed (mandatory)
10/15/2024

Select the PDF document and any attachments.

Main Document
 No file selected.

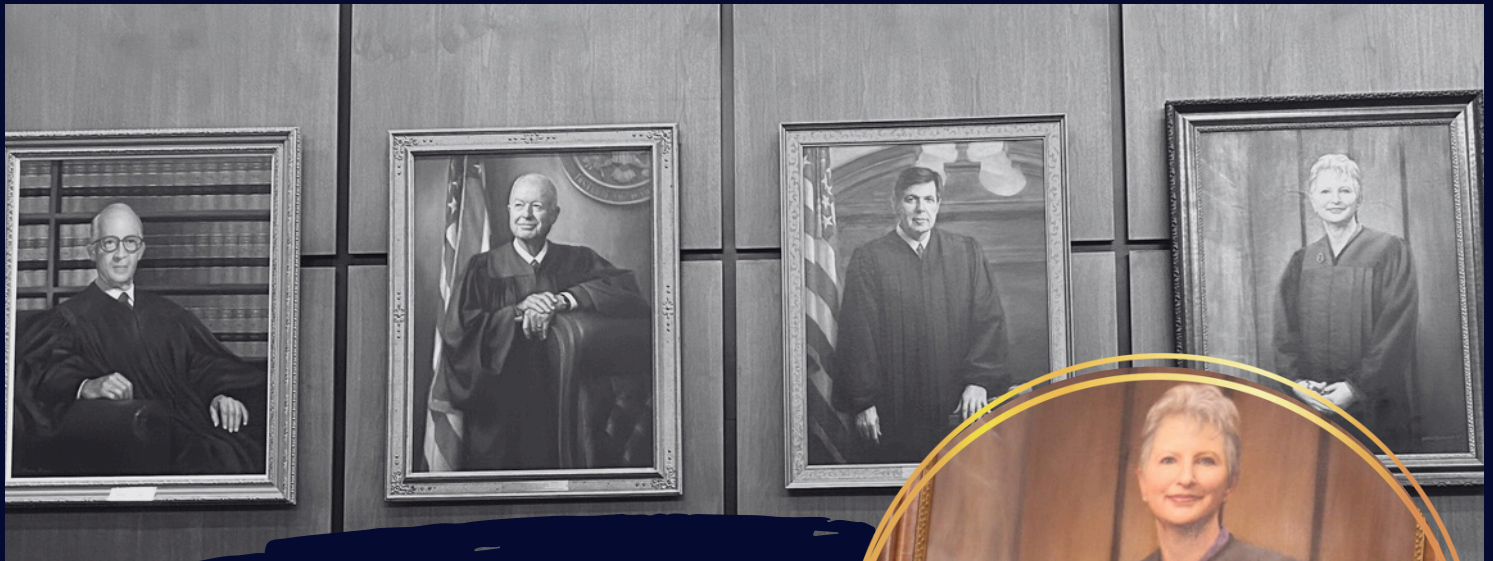
Attachments	Category	Description
1. <input type="button" value="Browse..."/> No file selected.	<input type="text" value=""/>	<input type="text" value=""/>

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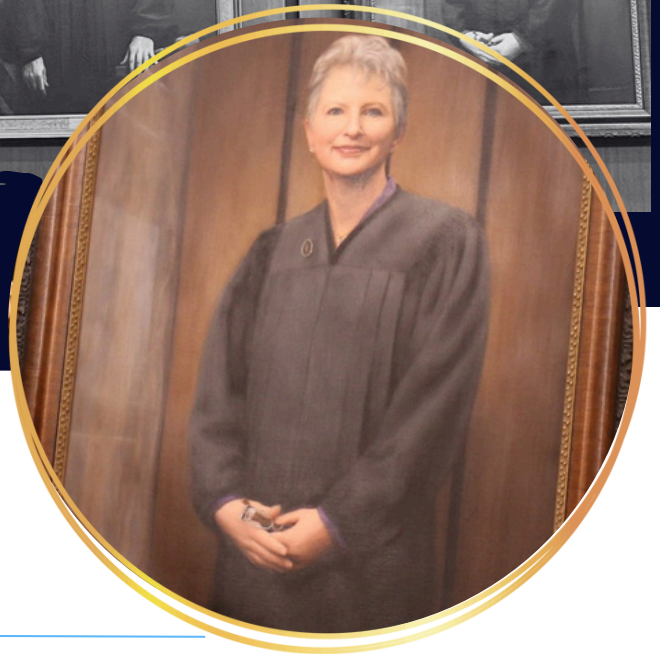
US Courts News Roundup

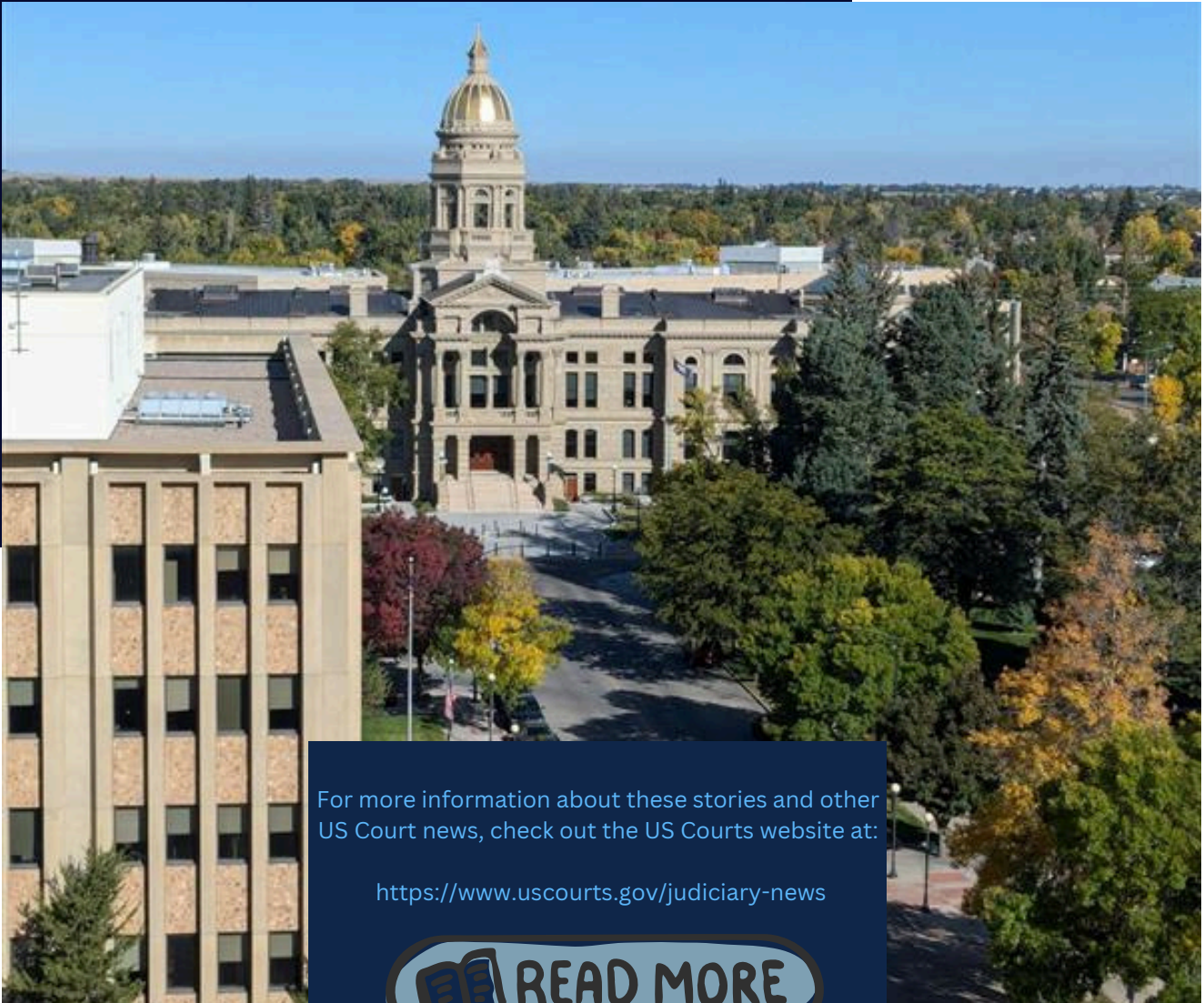
Judicial Conference Briefed on the Need for Continued Vigilance on Cybersecurity and Workplace Conduct

The Judiciary has strengthened its IT defenses against cyberattacks, a meeting of the Judicial Conference of the United States was told on Tuesday. But the threat is growing in scale and sophistication, requiring even greater vigilance against attacks from individuals and unfriendly nations.



Judge Freudenthal's Portrait Unveiling
08/09/2024





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.