E-filing Notice re: Magistrate Judge Jurisdiction

1. Login to CM/ECF using your e-filing login and click on "Civil" from the top banner menu. (Note: Do not use the drop down menu.)

2. Select Notice re: Magistrate Judge Jurisdiction (see image below).

3. Enter the case number. You must enter the appropriate Magistrate Judge initals.

4. Click on the Search button.   The Case Number will be displayed.

5. Click Generate Form.

6. Click the radio button for Consent or Decline.

7. Enter the party or parties that you represent.

8. Click on Email Form . The form will be sent to the case management team and you will receive an email verifying that the form has been submitted.