

Western District of Arkansas'

Sealed/Non-Public Document Filing

In response to recent cyber-attacks directed at public and private sector systems, including attacks directed at the judiciary, the United States District Court for the **Western District of Arkansas** will be taking additional steps to better secure our case management system.

Effective **August 20, 2025**, the following changes will be made to the [Western District of Arkansas](#) CM/ECF sealed/non-public filing procedures in civil (*excluding social security cases*) and criminal cases.

Filing Sealed Documents

- Sealed/non-public documents will no longer be uploaded into the CM/ECF system.
- Parties may file sealed/non-public documents with the Clerk two ways
 - **Paper** – provide the original paper document via mail or in-person delivery to the Clerk's office. Bring an additional copy for the Clerk to file-mark and return.
 - **Electronic** – provide an electric copy on a USB drive for the Clerk. Bring a paper copy for the Clerk to file-mark and return (if necessary).
- Documents are considered filed once they are received and file-marked by the Clerk's Office.

Accessing Sealed Documents

- **Court Filed Documents**- The Clerk will mail a copy of all sealed/non-public court filed orders to all authorized parties of record.
- Authorized parties may contact the Clerk's Office in advance to arrange to pick up the sealed/non-public documents via USB drive (provided by the party).
- Authorized parties may contact the Clerk's Office during business hours to request a copy of sealed/non-public filings that are no longer available in CM/ECF.
- Authorized parties **must** contact the Clerk in advance if they are requesting voluminous copies of documents. It may take a couple of days for the Clerk to process the request.

ATTENTION: When service of the sealed/non-public document is required, the filing attorney **must** provide service on other parties. Sealed/non-public documents will not be distributed through CM/ECF.