Erie County Surrogate's Court

E-Filing Training Program

January 31, 2012

Morning Session	Afternoon Session	
10:00-10:05	1:30-1:35	1. Welcome (5 min.) -- HON. Barbara Howe, Erie County Surrogate Judge (e-mail: bhowe@courts.state.ny.us)
10:05-10:25	1:35-1:55	2. E-Filing Rules (20 min.) -- Joseph A. Shifflett, Chief Court Attorney and Acting Chief Clerk, Erie County Surrogate's Court (e-mail: jshiffle@courts.state.ny.us)
10:25-10:50	1:55-2:20	3. E-Filing (25 min.) -- Jeffrey Carucci, OCA Statewide Coordinator for Electronic Filing
10:50-11:10	2:20-2:40	BREAK (20 min.)
11:10-12:00	2:40-3:30	4. Demonstration: E-Filing An Estate, and E-Filing Tips -- Linda M. Gromek, Paralegal Hiscock & Barclay, LLP -- Jeanette Helms, Deputy Chief Clerk Erie County Surrogate's Court (e-mail: jhelms@courts.state.ny.us)

-- E-filing website: www.nycourts.gov/efile
-- Erie County Surrogate's Court website: www.courts.state.ny.us/courts/8jd/Erie/Surrogates