



**UNITED STATES TAX COURT**  
Washington, D.C. 20217

November 20, 2020

**Administrative Order No. 2020-05**

Subject: Digital Image Signatures on Paper Copies During the Transition to the New Case Management System

To accommodate the Court's transition to a new case management system, DAWSON (Docket Access within a Secure Online Network), beginning at 5:00 PM Eastern Time on November 20, 2020, the current e-filing system will become inaccessible and all electronic files will become read-only. No documents may be e-filed in the current system after that time.

All documents required to be filed after 5:00 PM Eastern Time on November 20, 2020 and before DAWSON is active must be filed in paper with the Court. To make a paper filing during this period, no motion for leave will be required, but the filing party must include a certificate demonstrating service on the other party. Documents bearing multiple signatures must contain the address and telephone number of each signer and the date he or she signed the document.

Additionally, for documents requiring multiple signatures and postmarked November 21, 2020 through December 28, 2020, it is ORDERED that the Court authorizes parties to file paper copies of a high-resolution or PDF document bearing imaged signatures in satisfaction of the requirements of Rule 23(a)(3), Tax Court Rules of Practice and Procedure. Stylized signatures (e.g., signing with "/s" or using cursive font) remain unacceptable.

The party filing the document must maintain, for 18 months, the original electronic copy of any document signed by another party as it was transmitted to the filing party.

Maurice B. Foley  
Chief Judge