

ELECTRONIC SUBMISSION OF PROPOSED ORDERS
revised 05/28/2025

Pursuant to Local Rule 137(b): When a proposed order is electronically submitted to the Court, the person proposing the order must submit it via ECF, thereby effecting service on all other parties. Except in situations in which a proposed order is contained in a stipulation, electronically submitted proposed orders may not be combined into a motion or request. **In addition to electronically filing the proposed order in .pdf format, the proposing person must also submit by e-mail a separate proposed order in Word format to the appropriate Judge or Magistrate Judge's e-mail account listed below. Counsel should not include table/cell formatting in the date and signature portions of proposed orders. Use of table/cell formatting in the date and signature portions of proposed order may cause the document(s) to be returned unsigned and/or unprocessed.**

The e-mail subject line must contain the words "proposed order" as well as the case number.

Eastern District Judges

Chief Judge Troy L. Nunley (TLN)	tlorders@caed.uscourts.gov
Judge Dale A. Drozd (DAD)	dadorders@caed.uscourts.gov
Judge Jennifer L. Thurston (JLT)	jltorders@caed.uscourts.gov
Judge Daniel J. Calabretta (DJC)	djorders@caed.uscourts.gov
Judge Kirk E. Sherriff (KES)	kesorders@caed.uscourts.gov
Judge Dena M. Coggins (DC)	dcorders@caed.uscourts.gov

Senior Judge William B. Shubb (WBS)	wbsorders@caed.uscourts.gov
Senior Judge John A. Mendez (JAM)	jamorders@caed.uscourts.gov
Senior Judge Kimberly J. Mueller (KJM)	kjmorders@caed.uscourts.gov

Chief Magistrate Judge Carolyn K. Delaney (CKD)	ckdorders@caed.uscourts.gov
Magistrate Judge Sheila K. Oberto (SKO)	skoorders@caed.uscourts.gov
Magistrate Judge Barbara A. McAuliffe (BAM)	bamorders@caed.uscourts.gov
Magistrate Judge Allison Claire (AC)	acorders@caed.uscourts.gov
Magistrate Judge Stanley A. Boone (SAB)	saborders@caed.uscourts.gov
Magistrate Judge Erica P. Grosjean (EPG)	epgorders@caed.uscourts.gov
Magistrate Judge Jeremy D. Peterson (JDP)	jdporders@caed.uscourts.gov
Magistrate Judge Dennis M. Cota (DMC)	dmorders@caed.uscourts.gov
Magistrate Judge Helena M. Barch-Kuchta (HBK)	hbkorders@caed.uscourts.gov
Magistrate Judge Christopher D. Baker (CDB)	cdborders@caed.uscourts.gov
Magistrate Judge Chi Soo Kim (CSK)	cskorders@caed.uscourts.gov
Magistrate Judge Sean C. Riordan (SCR)	scrorders@caed.uscourts.gov

Recalled Magistrate Judge Gary S. Austin (GSA)	gsaorders@caed.uscourts.gov
Recalled Magistrate Judge Edmund F. Brennan (EFB)	efborders@caed.uscourts.gov

Visiting District Judges

Judge John C. Coughenour (JCC)	coughenourorders@wawd.uscourts.gov
Chief Judge Lee H. Rosenthal	Lisa_Eddins@txs.uscourts.gov

Visiting Magistrate Judges

Magistrate Judge Theresa L. Fricke (TLF)	frickeorders@wawd.uscourts.gov
--	--