

Notice of Electronic Service Email Requirement

Effective November 1, 2020, Ohio attorneys will be required to provide an [electronic service email address](#) to the Supreme Court of Ohio Office of Attorney Services. See Gov.Bar R. VI, Sec. 4(B). The electronic service address may be used by the Board of Professional Conduct or the Supreme Court of Ohio's Clerk of Court to serve notices and orders pursuant to Gov.Bar R. V ("Discipline Procedure"). The electronic service address will not replace the attorneys' email address on file with the Office of Attorney Services, although attorneys may use the same email address for both purposes. An attorney's email address and electronic service email address are confidential and not available for public access.

To provide an electronic service address, please log into the [Attorney Services Portal](#) using your attorney registration number and password. Click [here](#) if you forgot your password. You may be taken directly to a screen where you can update your email address. If this does not happen go to "Edit Info" or "My Information" and enter the email address you wish to designate as your electronic service address. You must check the box confirming that you have reviewed your contact information and then click "Submit" at the bottom of the page to save your changes.

Please provide an electronic service address as soon as possible. If an attorney does not designate an electronic service address by November 1, 2020, the email address on file with the Office of Attorney Services will be used as the attorney's electronic service address.

Please contact our office at attyreg@sc.ohio.gov with "Electronic Service" in the subject line if you have any questions.