

Shiawassee County Courts

208 N. Shiawassee St.
Corunna, Michigan 48817

August 11, 2025

Good morning:

The 66th District Court will soon be a MiFILE court! We are excited to open our court to e-filing. MiFILE will impact your interactions with our court. Below you will find important information about MiFILE and guidance on how to prepare for e-filing in our court.

What is MiFILE?

MiFILE is Michigan's statewide e-filing system that allows users to electronically file documents, 24 hours a day, and without traveling to a courthouse and waiting in line. It also allows parties to electronically serve other registered users with documents and receive electronic notice and e-service from the court.

What does this mean to you?

Once MiFILE goes live at 66th District Court, all attorneys submitting filings for MiFILEeligible case types with our court will be required to e-file pursuant to Michigan Court Rule 1.109(G)(3)(f). All other filers are required to e-file only in courts that have been granted approval to mandate e-filing. A list of MiFILE courts and their MiFILE-eligible case types can be found at the link below:

<https://info.courts.mi.gov/hubfs/mifilecourtlist.pdf>

**Please note that since our court is in the beginning stages of the MiFILE implementation, you will not find 66th District on this list. Once the court goes live with MiFILE, we will be placed on this list with the eligible case types accepted for e-filing.

Attorneys are required to e-file unless they meet the exception requirements provided for by court rule. MCR 1.109(G)(3) provides a single statewide process for requesting an exemption from the requirement to e-File in subrules (G)(3)(g)-(i). Although mandatory statewide electronic filing is the ultimate goal of MCR 1.109(G)(3)(f), there are valid reasons that a filer may not be able to file or be served electronically. For a brief overview of the Michigan Court Rules on mandatory e-filing and exemptions, see MiFILE Brief 6.

If you believe you qualify for an exemption from e-filing, please see MC 100, Request for Exemption from Use of MiFILE.

Helpful Resources

There are multiple online resources that you can reference to prepare yourself and your staff for MiFILE.

Hon. Matthew J. Stewart
Chief Judge
989-743-2239

Hon. Matthew S. McKone
District Court Judge
989-743-2395

Hon. Thomas J. Dignan
Probate Court Judge
989-743-2211

Below are some helpful links to some of these resources:

[MiFILE Filer Informational Website](#)

[MiFILE Resources MiFILE](#)

[Quick Reference Guide](#)

[MiFILE Tutorials](#)

[MiFILE Filer Demonstration](#)

Register your Email with the State Bar of Michigan

The transition to MiFILE requires that the service recipient list for each case in MiFILE be populated one time from the party and attorney information maintained in the court's case management system; in some instances, the attorney email addresses in the case management system have originated from a file maintained by the State Bar. Therefore, the email that you use with MiFILE will need to be registered with the State Bar of Michigan. The State Bar of Michigan's member profile page includes a field to provide a MiFILE specific email address. Please ensure that this field is up to date in your member profile.

Sign Up for a MiFILE Account

You will need a MiFILE account to submit documents to the court. To get started, visit the MiFILE website and click "Sign Up" in the upper right corner. Creating an account is free.

[MiFILE Login](#)

[MiFILE Tutorial - How to Register for a New Account](#)

Prepare Your Staff

MiFILE will impact your support staff's business processes. MiFILE allows users to build a network of firm attorneys and firm members. This functionality is called "Connections." Only attorneys may initiate connection requests with another user, but any user can receive connection requests from an attorney. "Connections" allows support staff to submit documents on behalf of the attorney. Once a connection is established, connected users can file on one another's behalf, share payment information, and access one another's filing histories.

Attorneys should not send connection requests to clients or individuals not part of their practice – doing so would allow these individuals to access the attorney's filing history and payment information.

[MiFILE Tutorials - What are Connections?](#)

E-Service

MiFILE provides for electronic service of documents to MiFILE courts and other registered users. Any MiFILE user can request to be added as a service recipient in MiFILE if they have a legal interest in the case and file a document in support of that request. Such requests include attorney appearances, motions to intervene, third-party complaints, an acceptance of trust, or a request for service as a person interested in the case through court-ordered appointment (such as a receiver).

Legal support staff are not eligible service recipient in MiFILE because they do not have a legal interest in the case. Therefore, you must use “Connections” to ensure that your support staff is copied on electronically served documents if you wish for them to receive notifications of electronically served and electronically noticed documents.

[MiFILE Tutorial - Choose Notification Settings](#)

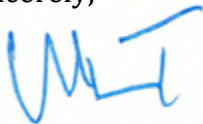
SCAO Approved Forms

MiFILE automatically stamps certain SCAO-approved forms upon acceptance by the court. Therefore, when using SCAO-approved forms, it is important to use the current version and without modification. Slight changes to formatting from using printed, scanned and/or customized forms can adversely impact MiFILE’s stamping functionality and may lead to your documents being rejected by the court. SCAO-Approved Forms

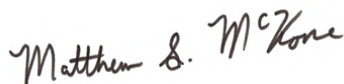
What is Next?

Our court is in the early stages of its MiFILE Implementation. Once we have a definitive go-live date, we will reach out to you again. We understand that this is a significant change, but we are excited at the opportunity to provide e-filing to our community, and we are 100% in support of this e-filing initiative. Please take this time to prepare yourself for e-filing through MiFILE.

Sincerely,



Matthew J. Stewart
Chief Judge



Matthew S. McKone
District Court Judge