

U.S. COURT OF APPEALS, 2<sup>ND</sup> CIRCUIT

**NIGHT DEPOSITORY**

The Second Circuit Court of Appeals offers a night depository service located near the Court Security offices just inside the 40 Centre Street entrance to the Foley Square Courthouse.

Briefs, appendices, motions and other filings may be time stamped and deposited there from 4:30 p.m. until 8:30 a.m. each business day and 24 hours on Saturday, Sunday and legal federal holidays. Deposited materials will be deemed filed on the business day they are time stamped, or the next business day if time stamped on Saturday, Sunday, or a federal holiday.

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**OPEN 4:30 P.M. - 8:30 A.M. EACH BUSINESS DAY  
OPEN 24 HOURS ON SATURDAY, SUNDAY & HOLIDAYS**

**Please complete the following information:**

- (1) Stamp (date/time) this form and affix original form to each package deposited and/or each box left for filing.**
- (2) Stamp (date/time) the original of each document/brief submitted.**

**Case Title (short title) \_\_\_\_\_ Case Number: \_\_\_\_\_**

- Contents:**
- Briefs (original + 9 copies)**
  - Appendices/Transcript Volumes (10 copies)**
  - Motions (T-1080 form + affidavit (original + 4 copies))**
  - Other (Please identify):  
\_\_\_\_\_ (original + \_\_\_\_\_ copies)**
  - Proof of service must be attached (original only)**

**Documents will be deemed filed on the business day they are date/time stamped, or on the next business day if date/time stamped on a Saturday, Sunday or Federal Holiday. Documents date/time stamped after the date they are due must be accompanied by a motion for permission to file out of time. The correct number of copies of all documents must be included.**

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