



MICHIGAN COURT OF APPEALS  
Odyssey File & Serve  
Update E-Service / Listserv Form



Use this form to UPDATE the names and e-mail addresses that have been entered on Court of Appeals records in either of the following contexts:

1. List of approved E-Mail Addresses for E-Service.
2. Listserv for Notification of *Odyssey File & Serve* Program or Policy Changes.

After completing this form, e-mail it to [COAfileSupport@courts.mi.gov](mailto:COAfileSupport@courts.mi.gov). Use a subject of FILE & SERVE UPDATE FORM.

No message is required in the e-mail that you send. However, if you have additional comments or questions, please include them in the e-mail and we will respond promptly.

### Identification

1. Our Firm, Agency, or Prosecuting Attorney's Office Name (if applicable) is:

### Update: E-Service Addresses

1. Each attorney in our office agrees to e-service at the central e-mail address listed here OR their individual e-mail address listed here.
2. Please update the e-mail address to be used as a central mailbox for e-service on attorneys in our firm, agency, or office.  
**DELETE** this former e-mail address:  
**ADD** this new e-mail address:
3. We do not have a central e-mail address for e-service. As designated in the checkboxes, please **ADD OR REMOVE** the following individual attorneys and their specified e-mail addresses on the List of Approved E-mail Addresses for E-Service. (List additional attorneys on a second sheet.)

- |     |        |
|-----|--------|
| Add | Remove |

### Update: Court of Appeals Listserv For Notification of Program or Policy Changes

Please **ADD OR REMOVE** the following individual names and e-mail addresses on the Michigan Court of Appeals *Odyssey File & Serve* listserv for notification of program or policy updates or changes. (List additional names and addresses on a second sheet.)

- |     |        |
|-----|--------|
| Add | Remove |

For non-technical information or questions regarding the *Odyssey File & Serve* project, contact the Lansing Clerk's Office at (517) 373-0786 or [COAfileSupport@courts.mi.gov](mailto:COAfileSupport@courts.mi.gov).