



of the case(s) to which it applies].” Such documents shall be filed and docketed in the master case and docketed in the particular cases to which it applies.<sup>2</sup>

4. When filing Short Form Complaints in previously filed cases, the Short Form Complaints should be filed in the individual case only. These entries should not be filed in the master case. Individual pleadings are the only exception to Paragraph No. 3, above.

**AND IT IS SO ORDERED.**

  
Richard Mark Gergel  
United States District Court Judge

July 18, 2014  
Charleston, South Carolina

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<sup>2</sup> There is no change from CMO 1 in filing documents related to particular cases. When filing via ECF in the master case, counsel will be prompted with the question, “Do you want to spread this docket entry?” If the document relates only to particular actions, counsel should choose “yes” and then select the appropriate case numbers from the drop-down menu by holding the “Ctrl” key and clicking each case to which the document relates. If counsel has any questions regarding the spreading of a docket entry, they should contact the Clerk’s office.