

KYeCourts Release Note

December 2020

This release document discusses enhanced functionality and product upgrades for KYeCourts which improve overall usability.

Contents

Postage Rate Increase	2
Civil Case Cover Sheet	2
eFiling Updates.....	2
New Case Filings	2



Postage Rate Increase – Effective 1/1/2021

eFiling postage costs are increasing to better align with the actual postage costs for certified mail packages. Rates will include cost for additional weight (oz) as calculated by the USPS. The new rates are effective 1/1/2021. This includes postage calculations for Secretary of State and Secretary of State Restricted as well as Certified Mail.

The following are the new rates for 2021:

Certified Mail Rate: \$11.85

+ \$0.50 for small package + \$0.15/oz
+\$1.00 for medium packages + \$0.20/oz
+\$7.75 for large packages (flat rate)

SOS

+ \$12.50 Postage
+ \$15.45 Restricted Delivery/Statutory Fee
+ \$0.50 for small package + \$0.15/oz
+\$1.00 for medium packages + \$0.20/oz
+\$7.75 for large packages (flat rate)

Civil Case Cover Sheet

The Supreme Court has approved the use of a civil cover sheet to improve the collection of court data. Under [Supreme Court Administrative Order 2019-17](#), the use of the civil cover sheet will become mandatory on Jan. 1, 2021. You can find the cover sheet [here](#). The cover sheet will expand the number of case types tracked by the Kentucky Court of Justice to ensure proper identification of civil case types and support uniform data collection statewide.

eFiling Updates

eFiling has been updated to capture the case type for all civil filings electronically and the civil case cover sheet is not necessary to be uploaded as part of the eFiling. eFilers will select the case type from the new drop box on designated eFiling actions beginning January 1st.

New Case Filings

1. Click the eFile menu in the top tool bar and select *New Case*.
2. Select the Case Category from the '*What would you like to file?*' dropdown menu.
3. Select a case action type from the '*Select the most appropriate option.*' Drop-down menu.



Who is the filer of this envelope?

Select a Jurisdiction

What would you like to file?

Select the most appropriate option.

(select)

- Circuit Civil: Contract: Over \$5,000
- Circuit Civil: Personal Injury: Over \$5,000
- Circuit Civil: Foreclosure
- Circuit Civil: Property Rights
- Circuit Civil: Property Damage Claim: Over \$5,000
- Circuit Civil: Appeal from Administrative Board
- Circuit Civil: Malpractice

Enter Filer identification information and click <Next>.

1 General Information > 2 Party Information > 3 Attachments > 4 Review

Filer Identification ?

Please select the option that best describes *

(select)

- Plaintiff's Attorney
- Additional Party

Client ID

Next ?



4. Select the case type that applies to the case you are filing.

Please select the case type that applies to this case. *

BUYER PLAINTIFF/GOODS
BUYER PLAINTIFF/SERVICES
CREDIT CARD (DEBT COLLECTION)
EMPLOYMENT DISPUTE -DISCRIMINATION
EMPLOYMENT DISPUTE OTHER
FRAUD
PROPERTY DAMAGE
PROPERTY RIGHTS
(select)

Please select the case type that applies to this case. *

FRAUD

Fraud: Cases alleging the intentional misrepresentation of fact for the purpose of financial or legal gain. [Similar terminology: bad faith] Note: Although certain aspects of contract fraud are, by nature, tortious, these cases should be counted among contract cases for the purpose of statistical reporting.

5. Enter Party Information for Plaintiff and Defendant.

1 General Information 2 Party Information 3 Attachments 4 Review

Save Add Another Defendant Next

Defendant

Party Type* DEFENDANT / RESPONDENT

Person Organization or Business

First Name* Middle Last Name* Suffix

JILL PROTOTYPE (select)

Primary Address

Line 1

6. Add attachments.
7. Review the case information and submit case.

If you have questions, please contact Support Services at: 502-573-2350 x 50109.