

## Designation Procedure for Mandatory Complex Business Cases

### I. Timing

- a. Plaintiff/third-party plaintiff: contemporaneously with the filing of a complaint or third-party complaint
- b. Defendant/other party: within 30 days of receipt of service of the pleading seeking relief from defendant or other party
- c. Intervener: contemporaneously with the filing of a motion to intervene

### II. Contents

- a. Basis for designation
- b. Certificate by, or on behalf of, the designating party that the civil action meets the criteria for designation as a mandatory complex business case

### III. Where and How to Send

- a. Clerk of Superior Court in county of venue for filing of hard copy
- b. Opposing counsel/unrepresented parties
- c. Address a single email to the Court to:
  - i. Chief Justice Cheri Beasley via Asst. Dir. of Admin. Office of the Courts David F. Hoke ([david.f.hoke@nccourts.org](mailto:david.f.hoke@nccourts.org)), and
  - ii. Chief Business Court Judge Louis A. Bledsoe, III via Business Court Coordinator Thomas W. Estes ([thomas.w.estes@ncbusinesscourt.net](mailto:thomas.w.estes@ncbusinesscourt.net)).
- d. To aid the Court's review of your email submission, please prepare the Notice of Designation ("NOD"), each supporting document, and any filing made in the case to date as a separate PDF file.
  - i. Save each PDF with a document-descriptive file name, which includes the date of filing.
  - ii. To the extent practicable avoid multiple emails by sending your NOD as a single email. If your attachments exceed 40 MB, please share them via cloud storage link, like Dropbox or Google Drive.
  - iii. Include a statement in your email submission attesting that in all of the included filings, not currently under seal pursuant to court order, personal identifying information such as social security numbers, business tax IDs, or bank account numbers, has been redacted.
  - iv. Include an index to your NOD submission.

### IV. Filing fee: Upon assignment of the case to a Business Court judge, a filing fee of \$1,100 must be paid to the Clerk of Superior Court in the county of venue.