

**PART V.            COURTS AND CLERKS**

**Rule 5001-2        Clerk's Office Location; Hours; After Hours Filings.**

- (a) Clerk's Office Location and Hours. The Clerk's Office is located at 824 Market Street, Third Floor, Wilmington, Delaware 19801. The normal business hours of the Clerk's Office shall be Monday through Friday from 8:00 a.m. to 4:00 p.m. prevailing Eastern Time, except on legal holidays and as otherwise noticed by the Court's website or at the Clerk's Office.
  
- (b) After Hours Filings. When the Clerk's Office is closed, papers not filed electronically may be filed with the Court by depositing them in the night depository maintained by the Clerk and shall be deemed filed as of the date and time stamped thereon. Each document deposited in the night depository shall be stamped in the upper right-hand corner of the first page of the document. The night depository is not to be used in the event that electronic filing is not available. In such instances, the Clerk's Office Procedures will govern.