

**Michigan Supreme Court**  
State Court Administrative Office  
**Trial Court Services Division**  
Michigan Hall of Justice  
P.O. Box 30048  
Lansing, Michigan 48909  
Phone (517) 373-4835

**Memorandum**

**DATE:** May 23, 2003

**TO:** Circuit and District Court Judges  
**cc:** Circuit and District Court Administrators and Clerks

**FROM:** Nial Raaen, Director

**RE:** District Judges Accepting Guilty Pleas in Felony Cases;  
Record of Filing in Circuit Court

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Pursuant to MCR 2.107(G), there may be instances when documents are filed with a judge rather than the clerk. In those instances, the date filed with the judge is to be recognized as the official date of filing.

In counties where an approved local administrative order authorizes a district judge, sitting on assignment as a circuit court judge, to arraign the defendant and accept a guilty plea after binding the defendant over to circuit court, the date of the arraignment on the felony information and acceptance of the guilty plea, which immediately follows bind-over, is the date of filing in circuit court.

The circuit court record, both paper and electronic, must reflect that the case was filed with the court on the date of the arraignment on the felony information and acceptance of the guilty plea. This will eliminate any difficulties with the arraignment and plea dates being different than the filing date and will simplify reporting the filing and disposition on the caseload report. In addition, the aging of the case will be based upon the correct filing date for purposes of time guidelines.

The district court must report the case as a bind-over and not a plea on the district court caseload report and in its case management system. Future plans for the annual caseload reports published by SCAO include footnoting courts which handle specific kinds of cases or activities for another court through a joint local administrative order or by assignment.