



Snohomish County Clerk

Ex Officio Clerk of Superior Court

"A Tradition of Service and Excellence"



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Snohomish County Superior Court Clerk Electronic Filing & Service

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Now that Odyssey File and Serve (OFS) has been available to our customers for five months, the Snohomish County Clerk's Office is reaching out to strongly encourage filers, who have not used the system, to register and take advantage of all OFS has to offer. The OFS system empowers users to electronically file court documents in Snohomish County Superior Court, in real-time, from anywhere — 24-hours a day, seven days a week. This provides filers with the opportunity to transition from an inefficient, paper-based process to a streamlined, web-based e-filing solution. The OFS system reduces the cost and manpower needed to print, copy, store, deliver, and file legal documents, resulting in increased efficiencies and productivity, all of which results in filers having more time to focus on other critical tasks.

E-File & E-Service benefits include:

- **E-filing is free!** Only statutory filing fees plus a 2.89% eCommerce transaction fee for use of credit and debit cards will be applied
- Faster average filing times
- Ability to electronically serve parties in the case
- Eliminates costly trips to the courthouse
- Enhanced reporting and financial reconciliation
- Decreased document processing time, resulting in faster access to filed pleadings

E-filing is currently voluntary; however, the Clerk's Office is moving towards **mandatory e-filing** as permitted under [GR 30](#). As a member of our court community, we are strongly encouraging you to become familiar with using OFS and to begin e-filing court documents before it becomes mandatory.

A date to commence with mandatory e-filing has not been determined and notice will be provided well in advance.

For registration, training, contact information and other reference material to assist you with getting started, please visit our website at www.snohomishcountywa.gov/5517/E-Filing.com.