

**IN THE UNITED STATES DISTRICT COURT FOR THE
WESTERN DISTRICT OF MISSOURI
CENTRAL DIVISION**

IN THE MATTER OF)
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CHANGE OF PLEA HEARINGS BEFORE)
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JUDGE WILLIE J. EPPS, JR.)
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STANDING ORDER
(Revised August 28, 2019)

For cause, it is

ORDERED that the following procedure shall apply to the scheduling of Change of Plea proceedings before United States Magistrate Judge Willie J. Epps, Jr.

The party seeking to schedule the hearing shall send email correspondence to the Courtroom Deputy that includes the following:

1. A PDF version of the defendant's signed and filed *Consent to Entry of Felony Plea* form. The consent form, which allows Judge Epps under local rules to accept felony guilty pleas and thereafter make a Report and Recommendation for the District Judge, is available at <https://www.mow.uscourts.gov/judges/epps>.
2. A PDF version of the plea agreement, if applicable. The document shall be fully executed by both parties.
3. A PDF version of the relevant charging document (i.e., the indictment, superseding indictment, or information).
4. A PDF version of a *Waiver of Indictment* form, if applicable. The document shall be fully executed by defendant and defendant's attorney.
5. The preferred time and date of the change of plea hearing.

IT IS SO ORDERED this 28th day of August, 2019.



WILLIE J. EPPS, JR.
United States Magistrate Judge