



UNITED STATES DISTRICT COURT  
SOUTHERN DISTRICT OF NEW YORK

***NOTICE TO THE BAR***

LAURA TAYLOR SWAIN  
*Chief Judge*

TAMMI HELLWIG  
*Clerk of Court*

Dated:  
December 17, 2025

Contact:  
Help Desk (212) 805-0800  
[helpdesk@nysd.uscourts.gov](mailto:helpdesk@nysd.uscourts.gov)

**Petitions for a Writ of Habeas Corpus under 28 U.S.C. § 2241  
Immigration Custody and Requests for Emergency Relief**

This notice clarifies procedures for filing a Petition for a Writ of Habeas Corpus under 28 U.S.C. § 2241 when challenging the legality of immigration custody and addresses related requests for emergency relief.

**Filing Event**

When filing an application for a Petition for a Writ of Habeas Corpus under 28 U.S.C. § 2241, use the ECF Filing Civil Events → Initial Pleadings and Service → Complaints and Other Initiating Documents → Petition for Writ of Habeas Corpus and follow the prompts.

**Nature of Suit**

File a [Civil Cover Sheet](#) (new in 12/25) and, if applicable, select nature of suit 463 (Alien Detainee). The nature of suit selection on the Civil Cover Sheet must match that entered on the CM/ECF screen.

**Emergency Relief**

Emergency applications, such as those seeking immediate release from detention, should be filed separately from any case initiating document using the following applicable [ECF Filing Events](#) (Motions):

- Motion to Show Cause,
- Proposed Order to Show Cause with Emergency Relief,
- Motion for Temporary Restraining Order, or
- Proposed Temporary Restraining Order.

When filing an emergency application, you must take the additional step of alerting the court to the pending application.

In New Cases - Alert the Clerk's Office (telephone 212-805-0632 during business hours). If filing after business hours, alert the [Part 1 Judge](#) to the pending application (see their Individual Practices for contact instructions).

In Pending Cases - Alert the presiding judge (see their [Individual Practices](#) for contact instructions). If appearing as pro bono counsel, please also file a [Notice of Appearance of Pro Bono Counsel](#).

### **Filing Without an Attorney**

Persons without an attorney (*pro se*) challenging the legality of someone's immigration custody should review the court's [guide to filing a petition for habeas corpus](#). Questions may be directed to the Pro Se Intake Unit at (212) 805-0175, 8:30 a.m.–5:00 p.m., Monday–Friday (except federal holidays).

### **Resources**

[ECF Rule 13.19](#) provides guidance regarding the filing of emergency applications.

Questions may be directed to the Help Desk at [helpdesk@nysd.uscourts.gov](mailto:helpdesk@nysd.uscourts.gov), or by telephone at (212) 805-0800, Monday through Friday during business hours.

# # #