

NOTICE REGARDING FAXED DOCUMENTS

Set forth below are the Court's Local Rules allowing limited acceptance of documents filed by facsimile:

Rule 34.4 – Application for Continuances – Civil and Criminal

Applications for continuances in civil and criminal cases, suggestions in support and opposition, and supporting affidavits may be filed by facsimile transmission, provided:

- (a) Such pleadings shall not exceed three (3) pages collectively.
- (b) Any such pleadings received after 4:30 p.m. will be deemed received and filed on the following business day.
- (c) Facsimile numbers for each division will be published. Applications must be faxed to the number specified for the division to which the application is directed. If the application is transmitted to another division's number, the application will be routed to the appropriate division in the ordinary course of business by courier. Such application will not be deemed received and will not be stamped "filed" until actually delivered to that division.

The Court's rules do not provide for documents other than continuances to be filed by facsimile. Further, per Local Court Rules 34.1 (Civil) and 4.1.10 (Criminal), continuances must be filed directly with the clerk of the division in which the case is pending. All other original documents must be properly filed with the Department of Civil Records or the Department of Criminal Records in accordance with Local Court Rules.

Faxed documents, including continuances, received in the Records Departments will not be file stamped or placed in the Court's file.

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Court Administrator