

PUBLIC NOTICE

April 19, 2016

Hamilton County Circuit and Superior Courts Proposed Local Court Rule Changes

The Judges of the Hamilton County Circuit and Superior Courts find good cause to deviate from the schedule for amending local court rules pursuant to Trial Rule 81(D) and have proposed new additions and/or amendments.

The following proposed additions, amendments and/or deletions to the Hamilton County Local Court Rules are posted for public comment:

LR29-TR03-201

FILING OF PLEADINGS AND ENTRY OF APPEARANCE

The above rule changes are on separate pages and deletions are shown by ~~striking~~ and new text is shown by **bold underlining**.

Comments will be received until May 19, 2016, and should be sent to one of the following addresses:

Administrator of the Courts
Hamilton County Courts
One Hamilton County Square, Suite 313
Noblesville, IN 46060-2232

E-Mail: orval.schierholz@hamiltoncounty.in.gov

Following a review of the public comments, the Hamilton County courts will adopt, modify, or reject the proposed local rule changes on or before May 20, 2016.

If approved, unless indicated otherwise, the effective date for these rule changes will be on or before June 1, 2016.

LR29-TR03-201. FILING OF PLEADINGS AND ENTRY OF APPEARANCES

201.10 All pleadings shall be filed with the Hamilton County Clerk with the exception of emergency orders under Trial Rule 65.

201.20 All documents filed in any Hamilton County Court, with the exception of exhibits and existing wills, shall be prepared on paper measuring 8.5" x 11".

201.30 All attorneys and pro se litigants shall file appearances complying with Trial Rule 3.1 and Trial Rule 86.

201.40 Withdrawals of appearances by attorneys shall be permitted only with leave of Court. In both civil and criminal matters, attorneys requesting withdrawal must comply with the provisions of Trial Rule 3.1(H).

201.50 Pursuant to Trial Rule 5(B)(1)(d), the Circuit and Superior Courts of Hamilton County hereby designate the "mail boxes" located in the Clerk's order book office for service of pleadings upon attorneys who have such boxes. **For service of rulings, orders, and judgments entered by the Court, either the "mail boxes" and/or the e-mail address provide by the attorney are designated for service.** Pursuant to Trial Rule 86 registered users of the Indiana Electronic Filing System (IEFS) must utilize the IEFS to accomplish service. ~~Registered users of IEFS by their registration with the system are deemed to have consented to accept notice and service of orders from the Court by electronic mail.~~

201.60 All pleadings filed with the Court that require a certificate of service shall specifically name the individual party or attorney on whom service has been made, the address, the manner in which service was made and the date when service was made.

201.70 All filings shall be in compliance with the Indiana Rules of Trial Procedure. If the documents received are not in proper form, such deficiencies will not be corrected by court personnel. The Clerk is not required to notify Counsel or litigants of a filing deficiency.

201.80 Filing by facsimile transmission is permitted as set forth in LR29-AR12-103 **until December 31, 2016.**