PUBLIC NOTICE

June 1, 2006

Hamilton County Circuit and Superior Courts
Proposed Local Court Rule Change

The following proposed additions, amendments and/or deletions to the Hamilton County Local Court Rules which do not affect case filings are posted for public comment.

a. LR29-TR03-201. Filing of Pleadings and Entry of Appearances (Amended)
b. LR29-JR04-501. Summoning Jurors (Repealed)

Each of the above rules is on a separate page and, on all such pages, deletions are shown by ~~striking~~ and new text is shown by **bold underlining**.

Comments will be received until July 1, 2006, 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: ops@co.hamilton.in.us

Following a review of the public comments, the Hamilton County courts will adopt, modify, or reject the proposed local rule changes by July 31, 2006.

If approved, the effective date for these rules, will be January 1, 2007.

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 8-1/2" x 11".

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

201.40 Withdrawals of appearances by attorneys shall be permitted only with leave of Court. **In both civil and criminal matters, attorneys requesting withdrawal will include in their motion the last know address of their client(s).**

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.

201.60 All pleadings filed with the Court which 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.** ~~The Indiana Rules of Trial Procedure require all filings by mail to be either registered, or certified mail with return receipt requested. The Clerk shall not be responsible for filing of pleadings received by mail, except certified or registered mail.~~ If the documents received ~~by mail~~ 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.

LR29-JR04-501. SUMMONING JURORS

Repealed 1/1/2007

~~**501.10** A two-tier notice for summoning jurors will be used. The jury qualification form and notice will be the first tier and summoning the prospective juror at least one week before service will be the second tier.~~