



INDIANA SUPREME COURT

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Indianapolis, Indiana 46204

Office of Judicial Administration

COURTS.IN.GOV

TO: Circuit, Superior, and Probate Judges
City and Town Court Judges

FROM: Jeffrey S. Wiese, Deputy Director of Legal Support Division
Indiana Office of Court Services

DATE: May 20, 2020

RE: Filing instructions for Admin. R. 17 transition plans

The [template for your updated Admin. R. 17 transition plan](#) is available on the Supreme Court's COVID-19 webpage.

IOCS Legal Support Division staff attorneys are available to review your plans before they are filed with the Supreme Court. Please email your proposed plan to me at Jeffrey.wiese@courts.in.gov and I will have a Legal Support attorney look it over to make certain it includes all eight sections covered in the template. Although submitting your plan for review prior to filing is not required, our review will help ensure that you do not have to file an amended plan.

After the Legal Support Division attorney's review, you will receive an email advising if it is ready for filing. Once your Admin R. 17 transition plans are ready for filing, you may either e-file it into your existing CB case at the Supreme Court or email it to the Supreme Court Clerk at: clerk@courts.in.gov.

If you have questions, please contact me at Jeffrey.wiese@courts.in.gov.

MARY KAY HUDSON, EXECUTIVE DIRECTOR

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