

In the  
**Indiana Supreme Court**  
Cause No. 19S-MS-41



## Order Amending Administrative Rules

Under the authority vested in this Court to provide by rule for the procedure employed in all courts of this state and this Court's inherent authority to supervise the administration of all courts of this state, Indiana Administrative Rule 7 is amended as follows (deletions shown by ~~striking~~ and new text shown by underlining):

...

### Rule 7. Judicial Retention Schedules

...

## II. PROCEDURE

It is critically important that these schedules be carried out exactly as approved since this is your legal authority to do so, and only for the records so listed. Once a record is destroyed, its information is lost. Do not assume that the record under consideration is the record actually authorized for destruction. You must compare both the title and content before a record series can be destroyed. Work in a spirit of caution. If in doubt, save until you can get advice from the Division of IOJA or the Indiana Archives and Records Administration.

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## CRIMINAL (2)

...

12-2-39	Problem-Solving Court Case Files	2002+	Destroy no earlier than 6 years after discharge from problem- solving court or completion of probation whichever is later
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19-2-40

Pretrial Case Files      2019+

Destroy no earlier than 6 years  
from the date of case  
adjudication or sentencing  
whichever is later.

## ESTATES (3)

...

This amendment shall take effect on July 1, 2019.

Done at Indianapolis, Indiana, on 6/19/2019.



Loretta H. Rush  
Chief Justice of Indiana

All Justices concur.