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STATE OF MINNESOTA

FILED
Court Administrator

DISTRICT COURT

COUNTY OF RAMSEY

JUN 1, 2011

SECOND JUDICIAL DISTRICT

By M. J. [Signature]

62-CV-11-1453

File No. ~~62-CV-07-413~~

Amended Standing Order on the Filing of Documents Related to Source Code Issues

IT IS ORDERED that:

1. Commencing immediately, any filing exceeding 35 pages in length, including any exhibits attached thereto, shall be filed using a computer disk or may be electronically filed using the Second Judicial District's Electronic File and Serve system.
2. The format for filings using a computer disk shall be as follows:
 - a. Disks shall be either a compact disk (CD).
 - b. File formats shall be by Word, Multipage PDF, Multipage TIFF, or other format specified by the Court Administrator from time to time.
 - c. Each document, including all attachments thereto, shall be submitted as on file. Multiple documents may be submitted on the same disk.
 - d. All proposed orders submitted in an electronic format must be in Word format only.
3. Each document shall be formatted in accordance with the applicable rules of court governing the formatting of paper documents. Font size shall be at least 12 pt.
4. Each document shall be deemed to have been signed by the person submitting the document and shall include either a typographical signature of the person in form "/s/ Jane Doe" or a scanned image of the original signature page. The document shall also include the typed name, address, phone number, and email address of the attorney or unrepresented party filing the document. The attorney shall also include his or her Minnesota Bar number.
5. Any document submitted in this fashion shall be maintained by the Court Administrator in the Court's document management system, which shall be the official record.
6. The original of any document submitted on disk must be maintained in the office of the attorney submitting it.
7. This order shall apply to all documents submitted for filing that pertain to Source Code issues.

Dated:

5-27/11

[Signature]

Honorable Kathleen Gearin
Chief Judge, Second Judicial District

MEMORANDUM

The volume of materials consisting of legal memorandums, exhibits, copies of decisions from other district court judges, and affidavits that are submitted in implied consent cases involving Source Code issues is enormous. Unless they are e-filed, these documents are scanned. This labor-intensive procedure has caused a strain on our file clerks. This is the reason why this order has been issued. In the experience of this judge, the voluminous pleadings that are submitted to support petitioners' motions are nearly identical. The Court does not challenge the decision of petitioners' attorneys to submit materials in support of their requests. This order changes the way in which those materials will become part of the official court file in cases that are not e-filed.

Petitioners' attorneys also need to be aware that when cases are assigned to an individual judge, that judge may decide that they would like a courtesy copy of the materials in paper form. As we increasingly become an electronic system, the need for paper copies should decrease. We are not there yet.

K.G.

A handwritten signature in black ink, appearing to be 'K.G.', written in a cursive style.