

STATE OF MINNESOTA

DISTRICT COURT

COUNTY OF HENNEPIN

FOURTH JUDICIAL DISTRICT

**In re requirements to file and/or appear
on behalf of an individual in Conciliation
Court**

STANDING ORDER

Whereas, Conciliation Court claims are determined on the basis of their specific facts;

Whereas, if an individually named party does not appear in court to testify about the facts of their case, the court may not be able to render an appropriate decision;

Whereas, Minnesota General Rule of Practice 512(c) requires the parties to appear unless otherwise authorized by the court;

Now, therefore, the Court issues the following:

ORDER

1. Documents filed on behalf of an individual will be rejected by Court Administration unless a Durable Power of Attorney is filed with the documents.
2. Documents filed on behalf of an individual with a Durable Power of Attorney will be referred to the Civil Presiding Judge or their designee for approval.
3. Court Administration is authorized to create a case in the court's case management system for the purpose of referring a claim and Durable Power of Attorney to the Civil Presiding Judge for approval. The case must remain confidential until a court order directs otherwise.

4. If documents and/or a Durable Power of Attorney are filed into an existing case (e.g. counter claim on behalf of Defendant), then Court Administration is authorized to keep those documents confidential pending the Civil Presiding Judge's approval of the Durable Power of Attorney or until a court order directs otherwise.
5. The filing fee must be collected by Court Administration at the time of filing. If the Civil Presiding Judge does not authorize the claim to proceed under the proposed Power of Attorney, Court Administration must refund the filing fee, close the case, and keep the case confidential.
6. If documents other than a claim are not authorized to be accepted under the Durable Power of Attorney, Court Administration must keep those documents confidential and strike them from the court record. Associated filing fees will be refunded.
7. This standing order does not apply to filings made by a licensed attorney on behalf of his/her client.
8. This standing order does not apply to filings made by authorized members of a business or other artificial entity.

Dated:

BY THE COURT:

Susan M. Robiner
Civil Presiding Judge