HIGHLIGHTS OF SUPPLEMENTAL LOCAL RULE CHANGES FOR MULTNOMAH COUNTY CIRCUIT COURT

SLR CHAPTER 24 AND OTHERS – MAY 2014

You **NO LONGER HAVE TO**:

- Include confirmation postcards.
  - SLR 5.055 required confirmation cards but has been repealed. Please do not send confirmation cards to the court because no paper document will exist to which they can be attached.
- Provide the court with a copy of your support judgment for DOJ.
  - The Court will electronically transmit the judgment to DOJ. SLR 24.801
- Two-hole punch your documents
  - This was a practice, not a rule, but no longer needed since new-filed documents will no longer be secured in paper folders.

You **MUST NOT:**

- Combine a motion and order.
  - The motion and the order must be separate documents. SLR 24.203
- Staple your documents.
  - Please remove all staples from anything that will be filed. Paperclips and binder clips are required instead. SLR 24.205
  - For documents with attachments, bind each attachment separately and bind it to the anchoring document. See exception for Motions/Strike.
- Combine documents addressing remedial contempt matters with any other matters in the underlying case. SLR 19.021. See also, 4.021, 5.021, 7.101, 8.021, 9.021, 15.021, & 18.021
  - Although the remedial contempt is legally part of the same case, in the new case management system is it separate but will be electronically related to the underlying matter.

Please note:

- Two-sided documents, while not prohibited, are more difficult for the court to scan. Avoiding them is therefore appreciated.
- We appreciate your patience as we transition to the new case management system.