

IN THE CIRCUIT COURT OF THE STATE OF OREGON
FOR THE 22nd JUDICIAL DISTRICT
CROOK AND JEFFERSON COUNTIES

In the Matter of Exhibits for Hearings and Trials)
Under UTCR 6.050 and CJO 2020-16) PRESIDING JUDGE ORDER
) **No. 2021 - 02**
)

WHEREAS Chief Justice Order (CJO) No. 20-016 was entered on May 15, 2020, and Section 7 of that Order provides for the electronic submission of documentary exhibits and non-documentary exhibits to the Court for hearings and trials to the Court; and,

WHEREAS Uniform Trial Court Rule (UTCR) 6.050 provides that trial exhibits must be delivered or submitted as ordered by the assigned trial judge and all judges of the 22nd Judicial District desire a uniform process for the delivery or submission of trial exhibits;

NOW THEREFORE IT IS ORDERED:

1. Exhibits provided to the Court.
 - a. Documentary exhibits filed electronically with the Court pursuant to CJO 20-016 Section 7 must be filed by 12:00 PM two (2) court days prior to the date of the hearing or trial.
 - b. Documentary exhibits which are not filed electronically under CJO 20-016 (7) (a) through (e), shall instead be provided to the court in printed copy, numbered and accompanied by a list of the pre-marked

exhibits as required by UTCR 6.080 by 12:00 PM two (2) court days prior to the date of the hearing or trial. Printed copies for the Court must be placed in an envelope or box clearly marked "EXHIBITS" and on the face of which is printed the case number, case name, and the date and time of the hearing and delivered to the Court Records Window at the either the Crook or Jefferson County Courthouse, depending on the venue of the case. A party may either provide the court with a self-addressed, pre-postage paid envelope to return the exhibits to the party following the scheduled hearing or trial or may pick-up the documents at the Court Records Window not more than thirty (30) days after the conclusion of the hearing or trial.

- c. Non-documentary exhibits provided to the court that are in electronic format, such as audio and video recordings, under CJO 20-016 (7) (f) shall be placed in an envelope or box clearly marked "EXHIBITS" and on the face of which is printed the case number, case name, and the date and time of the hearing and delivered to the Court Records Windows at the Crook or Jefferson County Courthouse, depending on the venue of the case, by 12:00 PM two (2) court days prior to the date of the hearing or trial. A party may either provide the court with a self-addressed, pre-postage paid envelope or box to return the exhibits to the party following the scheduled hearing or trial or may pick-up the documents at the Court Records Window not more than thirty (30) days after the conclusion of the hearing or trial.
- d. Parties that wish to provide non-documentary exhibits that are physical objects must contact the appropriate circuit court by telephone prior to 2:00 PM three (3) days prior to the hearing or trial date for further instructions regarding the provision of the exhibits to the court and other parties.

2. Exhibits provided to other parties

- a. All documentary exhibits and non-documentary exhibits in electronic format that are provided to the court must also be provided to all other parties by 5:00 PM two court days prior to the date of the hearing or trial.
- b. In cases where a protective order prohibits the provision of exhibits to another party in the case, the submitting party shall provide two copies of the exhibits to the Court under sections (1) (b) and (1) (c) above and the court will attempt to contact the other party and make arrangements for the provision of the exhibits to that party.

UTCR 6.050

This Order constitutes the order of the assigned judge for the purposes of UTCR 6.050 (3).

DATED this 29th day of January 2021.



Annette C. Hillman
Presiding Judge