

NOTICE SEEKING PUBLIC COMMENT ON OUT-OF-CYCLE AMENDMENTS OF UTCR 21.040 and 21.070

(Comment Period Closes, September 9, 2026, at 11:59:59 p.m.)

I. INTRODUCTION

We are seeking comment on out-of-cycle amendments of Uniform Trial Court Rules (UTCR) 21.040 and 21.070 by Chief Justice Order [\(CJO\) 20-028](#), effective July 22, 2026.

II. SUBMISSION OF WRITTEN COMMENTS

You can submit written comments by:

- Click on the link above the rule;
- Email (utcr@ojd.state.or.us); or
- Traditional mail (UTCR Reporter, Supreme Court Building, 1163 State Street, Salem, Oregon, 97301-2563).

Please submit your comments so that we receive them by 11:59:59 p.m. on September 9, 2026. Comments will be reviewed by the UTCR Committee at its next meeting on October 22, 2026.

III. OUT-OF-CYCLE AMENDMENTS

For the convenience of the reader, deleted wording is shown in [*brackets and italics*], and new wording is shown in {**braces, underline, and bold**}. New rules are shown without the use of [*brackets and italics*] or {**braces, underline, and bold**}.

1. **21.040**—FORMAT OF DOCUMENTS TO BE FILED ELECTRONICALLY

EXPLANATION

UTCR 21.040 was adopted by [CJO 26-028](#), effective July 22, 2026, to update the maximum allowable file sizes for documents electronically submitted through the Oregon Judicial Department's (OJD's) File & Serve system. File & Serve was recently updated to allow larger document sizes, however the current UTCRs currently prescribe maximum allowable file sizes that are now outdated. To avoid confusion for filers and ensure consistency between the rules and the capabilities of the system, the UTCR provisions governing electronic document size have been revised accordingly.

21.040 FORMAT OF DOCUMENTS TO BE FILED ELECTRONICALLY

- (1) A document submitted electronically to the court must be in the form of a Portable Document Format (PDF) or a Portable Document Format/A (PDF/A) file that does not exceed **{50}[25]** megabytes. A document that exceeds the size limit must be broken down and submitted as separate files that do not exceed **{50}[25]** megabytes each. A filer submitting separate files under this section must include in the Filing Comments field for each submission a description that clearly identifies the part of the document that the file represents, for example, “Motion for Summary Judgment, part 1 of 2.”
- (2) Except as provided in subsections (a) or (b) of this section or in UTCR 24.040(3)(a), when a document to be electronically filed incorporates a documentary exhibit, an affidavit, a declaration, a certificate of service, or another document, the electronic filing must be submitted as a unified single PDF file, rather than as separate electronically filed documents, to the extent practicable. An electronic filing submitted under this section that exceeds **{50}[25]** megabytes must comply with section (1) of this rule.

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2. 21.070—SPECIAL FILING REQUIREMENTS

EXPLANATION

See [explanation](#) for item 1 above.

21.070 SPECIAL FILING REQUIREMENTS

- (1) * * *

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- (7) Filings in Adoption Cases

- (a) Initiating documentation in an adoption case must be submitted as a unified single PDF file, rather than as separate electronically filed documents, to the extent practicable and except as otherwise provided in subsection (c) of this section. An electronic filing

submitted under this subsection that exceeds {50}[25] megabytes must comply with UTCR 21.040(1).

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