

## **LGR 30 MANDATORY ELECTRONIC FILING**

### **(B) Electronic Filing**

(5) Effective September 1, 2013, unless this rule provides otherwise, attorneys shall electronically file (e-file) documents with the District Court Clerk's office using the Clark County Court E-Filing System. Non-attorneys are not required to e-file documents.

**(A.) Documents That Shall Not Be E-Filed.** Documents required by law to be filed in non-electronic media must be filed in paper-form. Exceptions to e-filing include the following documents:

- (i) Certified records of proceedings for purposes of appeal;
- (ii) Documents presented for filing during a court hearing or trial;
- (iii) Foreign (out of state) Judgments under official seal;
- (iv) New cases or fee based documents filed with an Order in Forma Pauperis;
- (vi) Bail bonds;
- (v) Trial Exhibits.

*Comment:* Negotiable instruments, exhibits, and trial notebooks are examples of items that are not to be filed in the court file either in paper form or by e-filing.

**(B.) Documents That May Be E-Filed.** The following documents may be e-filed:

- (i) Voluminous Documents—Voluminous documents of 500 pages or more may be e-filed or filed in paper form.
- (ii) Answers to Writs of Garnishment
- (iii) Documents from governments or other courts under official seal. If filed electronically, the filing party must retain the original document during the pendency of any appeal and until at least sixty (60) days after

completion of the instant case, and shall present the original document to the court if requested to do so. This does not include documents that are or will be submitted as an exhibit in a hearing or trial.

**(E.) Filing Fees, electronic filing fees.**

(1) Documents being e-filed that require a fee must include a copy of the payment confirmation. Court payment may be made through the court's authorized payment processing agency.

( Adopted May 22, 2013 )