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June 11, 2011

To: All Attorneys Filing Cases in the Sixth Judicial District

Re: Mandatory E-Filing

Members of the Bar:

Chief Judge Gregory G. Lyman has asked me to advise all of you that, effective September 1, 2010, the Sixth Judicial District will implement mandatory e-filing for the following case types:

District Court civil (CV), probate (PR), domestic Relations (DR), and water (CW) cases.
County Court civil (C) money cases.

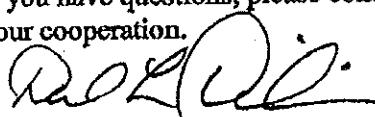
The Chief Justice has authorized Chief Judge Lyman to mandate e-filing in these case types pursuant to C.R.C.P. 121, §1-26, ¶13 and Administrative Order 2010-8. Copies are available from the Clerk of Court.

This is the next step in putting case files in electronic format, also known as "paper on demand." Hard copies can be generated when required; e.g., a certified copy of a decree of dissolution. As you will recall, the state courts are moving towards having all files in electronic format, and making this change in these case types will save a substantial amount of judicial assistant time and copying costs for the courts.

If you already e-file, this should have no impact. Attorneys who have not done so will need to sign up with Lexis Nexis File and Serve, the court system authorized e-service provider. Go to <http://www.lexisnexis.com/fileandserve/courts/> for information.

Pro se litigants without access to e-filing may file paper documents by submitting them at the window, where they will be scanned for uploading to e-filing at no charge. Any documents which need to be filed as pleadings should be filed in advance of the hearing; hard copy pleadings will not be accepted for filing in open court in these case types.

If you have questions, please contact the Clerk of Court, Leslie Davis, at 970 247-2004. Thank you for your cooperation.


David L. Dickinson
District Court Judge

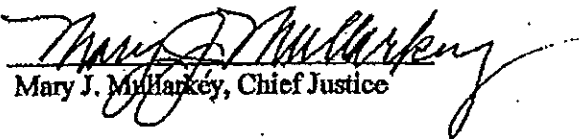
SUPREME COURT OF COLORADO
OFFICE OF THE CHIEF JUSTICE

ORDER

CONCERNING MANDATORY E-FILEING FOR THE 6th JUDICIAL DISTRICT

Pursuant to the authority vested in the Chief Justice and upon request for permission pursuant to C.R.C.P. 121, §1-26(13) made by the Honorable Gregory G. Lyman, Chief Judge of the 6th Judicial District, permission is granted by me to mandate E-filing for the following case types: C, county court civil cases claiming money damages or FED actions where the case is filed by an attorney; PR, district court probate; CW, district court water; CV, district court civil; and DR, district court domestic relations cases filed in the 6th Judicial District and all county courts of the 6th Judicial District, effective September 1, 2010.

Done at Denver, Colorado this 24 day of June, 2010.


Mary J. Mulhaney, Chief Justice

6th Judicial District
State of Colorado
LaPlata, Archuleta and San Juan Counties

**ADMINISTRATIVE ORDER 2010-8 CONCERNING MANDATORY ELECTRONIC FILING
IN ALL DISTRICT COURT CIVIL (CV); DOMESTIC RELATIONS (DR), PROBATE (PR)
AND WATER (CW) CASES and certain COUNTY COURT CIVIL (C) CASES IN THE SIXTH
JUDICIAL DISTRICT**

The Sixth Judicial District hereby implements mandatory e-filing effective September 1, 2010. This order shall apply to filings by attorneys in all County Court Civil (C) money case types, District Court Probate (PR), Water (CW), District Court Civil (CV) and Domestic Relations (DR) case types. It applies to filings in new cases as well as existing cases. Upon the effective date listed above, the Clerk of Court will only accept documents filed by attorneys in these case types that are filed electronically. All counsel shall electronically file all pleadings, motions, briefs, exhibits and other documents using LexisNexis.

If any person believes that they have good cause for not e-filing documents as required by this Directive, they may petition the Chief Judge for relief.

Sealed cases shall be exempt from the mandatory filing requirement for District Court Civil cases. Documents and exhibits submitted to the Court under seal must be filed in paper format, in a sealed envelope marked "sealed" with the case caption and the title of the enclosed documents on the outside of the envelope. These documents will not be scanned and uploaded into LexisNexis. Cases shall not be sealed except by Order of Court. Specific documents may be filed under seal only with leave of court, obtained pursuant to C.R.C.P. 121 §1-26, ¶10.

All counsel should refer to C.R.C.P. Rule 121 § 1-26 and Chief Justice Directive 06-01 II c iv for the complete electronic filing requirements. The Rule outlines how pleadings shall be electronically filed and served, and how original documents are maintained by counsel.

All documents relating to a single pleading or paper shall be filed electronically as a single transaction. For example, a motion, exhibits and related affidavits shall be filed under a single transaction. However, all related pleadings (motion, proposed order, response and reply) shall be linked when electronically filed. Failure to link related pleadings will result in rejection by the Clerk of Court. All motions shall be accompanied by a form of proposed order. Proposed orders may be filed in the same transaction but must be filed as a separate document.

All pleadings, including but not limited to responsive pleadings, motions, briefs and proposed orders, and any other document maintained by counsel in electronic format, must be filed in MS Word or Word Perfect format. PDF or other imaging format may be used only for pages with original signatures (see C.R.C.P. 121, §1-26, ¶8) or exhibits which are available only in hard copy and must be scanned to be e-filed.

In all District Court Civil cases, all judicial rulings, opinions, orders and other communications from the Court shall be electronically filed to counsel, and LexisNexis will mail these communications to parties without an attorney.

Parties Representing Themselves:

Parties who are not represented by an attorney shall continue to file documents in the traditional paper format, and the Clerk of Court shall scan and upload certain paper filed documents to LexisNexis. Counsel shall transmit documents to pro se parties or personally serve the parties as required by the Colorado Rules of Civil Procedure.

Additional Information:

Pleadings tendered in open court by attorneys shall be e-filed by that attorney by midnight the same day. The paper pleadings tendered in open court shall be returned to the attorney in court, or shredded by court staff after confirmation that it was properly e-filed.

Done this 11th day of June, 2010.


Gregory G. Lyman, Chief Judge

XC: 6th JD Judges
6th JD Clerks of Court
6th JD Attorneys