

1 | **Rule 9-302. Mandatory electronic filing in justice court.**

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3 | **Intent:**

4 | To ~~require~~provide that documents filed in criminal cases in justice court be filed electronically.

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6 | To provide for exceptions.

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8 | **Applicability:**

9 | This rule applies in the justice court.

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11 | **Statement of the Rule:**

12 | (1) **Justice court cases.** Except as provided in paragraph (2~~3~~), pleadings and other papers
13 | filed in criminal cases in justice court ~~between July 1, 2016 and December 31, 2016 may~~shall be
14 | electronically filed using the electronic filer's interface. The electronic filer shall be an attorney of
15 | record and shall use a unique and personal identifier that is provided by the electronic filer's
16 | service provider.

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18 | ~~(2) Except as provided in paragraph (3), pleadings and other papers filed in criminal cases in~~
19 | ~~justice court on or after January 1, 2017 shall be electronically filed using the electronic filer's~~
20 | ~~interface.~~

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22 | **(2) Exceptions.**

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24 | (2)(A) **Self-represented parties.** A self-represented party who is not a lawyer may file
25 | pleadings and other papers ~~using any means of delivery permitted by the court.~~ using
26 | any of the following methods:

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28 | (2)(A)(i) email;

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30 | (2)(A)(ii) mail;

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32 | (2)(A)(iii) the court's MyCase interface, where applicable; or

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34 | (2)(A)(iv) in person.

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36 | (2)(B) **Hardship exemption.** A lawyer whose request for a hardship exemption from this
37 | rule has been approved by the Judicial Council may file pleadings and other papers
38 | using any ~~means of delivery~~method permitted by the ~~Judicial Council~~court. To request
39 | an exemption, the lawyer shall submit a written request outlining why the exemption is
40 | necessary to the Justice Court Administrator.

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42 | ~~(3) The electronic filer shall be an attorney of record and shall use a unique and personal~~
43 | ~~identifier that is provided by the filer's service provider.~~

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45 | **Effective:** ~~May 1, 2016~~December 19, 2022