

IN RE ALL CASES FILED
IN THE 136TH JUDICIAL DISTRICT

(WITH EXCEPTIONS) AS OF
FEBRUARY 1, 2011

IN THE DISTRICT COURT OF
JEFFERSON COUNTY, TEXAS
136TH JUDICIAL DISTRICT

ORDER DESIGNATING ALL CASES E-FILE
AND
SETTING FORTH CERTAIN REQUIREMENTS
IN E-FILE CASES

IT IS HEREBY ORDERED that, henceforth, all cases filed in the 136th District Court of Jefferson County, Texas, shall be, and they are designated e-file cases in accordance with Local Rule 7, EXCEPT that tax cases, cases involving pro se parties, and seizure and forfeiture cases, shall not be so designated, subject to further orders of this court.

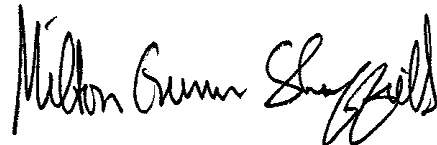
IT IS FURTHER ORDERED that the District Clerk shall not receive any pleadings whatsoever in e-file cases in paper form, save and except for the original petition and return citations, and the District Clerk shall not electronically scan paper pleadings to e-file. If the District Clerk receives a paper pleading in an e-file case, the Clerk is ORDERED to return that pleading to the purported filer with a notification that the case is e-file and that no paper pleadings can be received, file-stamped, nor scanned. The attached *Efile Administrative Procedures* shall apply for electronic filing or e-filing.

IT IS FURTHER ORDERED that the District Clerk shall send the notice appended hereto to all new parties to a lawsuit, whether original defendants, cross defendants, or otherwise, advising of this order and of the requirements of Local Rule 7.

IT IS FURTHER ORDERED that the District Clerk must be furnished with an electronic disk of all parties in cases involving 10 plaintiffs or defendants or a combination of both, including the addresses of those receiving service, in a format prescribed by the District Clerk.

IT IS FURTHER ORDERED that each pleading in cases designated as E-file shall be fully and properly labeled, and a pleading shall deal with only one subject matter. Thus, for example, a Motion to Transfer Venue may not be combined with an Answer, but they shall be two separate pleadings, each labeled accordingly and filed separately. In similar fashion, all matters shall be separately pleaded, labeled, and filed, and there shall be no "gang filing". The purpose of this requirement is so that separate matters may be readily indexed and located in the electronic file.

SIGNED AND ENTERED this 21ST DAY OF DECEMBER, 2010.



JUDGE MILTON GUNN SHUFFIELD