

FILED
COMMON PLEAS COURT
ERIE COUNTY, OHIO

2018 FEB 1 AM 11:27

LUVADA S. WILSON
CLERK OF COURTS

IN THE COMMON PLEAS COURT OF ERIE COUNTY, OHIO

IN RE SECOND AMENDMENT TO : Case No. **2015 MS 0048**
LOCAL E-FILING RULE SECTION 22.3(C) :

Judge Tygh M. Tone as Administrative Judge of Erie County Common Pleas

Court hereby orders that the Erie County Common Pleas Court local rules regarding
electronic filing shall be amended as follows:

22.3 FILING AND REMOVAL OF PAPERS FROM CUSTODY OF
CLERK

C. Required format and procedure:

1. All electronically filed documents, pleadings, and papers shall be filed in PDF. **A proposed judgment entry/order shall be filed simultaneously with all motions. Failure to simultaneously file a corresponding proposed judgment entry shall result in the motion being rejected.** All proposed orders/entries must be submitted in Word format as well as PDF and while filed simultaneously with the corresponding motion said order/entry shall not be attached to the specific motion to which it applies. All proposed orders/entries SHALL NOT include a signature line or date line for the assigned Judge.
2. Further, if a party files a motion for leave to plead instante the party shall simultaneously file the corresponding proposed instante pleading. **However, while the proposed instante pleading shall be simultaneously filed with the motion for leave to file instante, said proposed instante pleading shall not be attached to the motion for leave to file instante. Further, the Clerk of Court's shall not file the proposed instante pleading until the Clerk of Court's receives an order granting the motion for leave to file instante.**

J 799 / 823
2-1-18

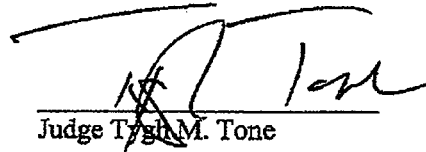
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3. Individual documents shall be limited to **20 megabytes** in size. Documents larger than 20 megabytes must be split into multiple documents. Each additional document must include a heading that contains the case number, the case caption, and title of the document. There is no limit on the number of 20 megabyte files that can be submitted in a filing.

The amended rule shall take effect upon this entry being filed and journalized by the Erie County Clerk of Courts.

IT IS SO ORDERED.

2/1/18
Date


Judge Tygh M. Tone