

SKAGIT COUNTY CLERK'S OFFICE

2025 PROPOSED RULES AMENDMENTS

RULE 10 FORM OF PLEADINGS AND OTHER PAPERS

(a)-(c) [Reserved]

(d) Format Requirements

(1) GR 14 Compliance. All pleadings and other papers presented for filing with the Clerk shall conform to GR 14.

(2) Length of Briefs and Legal Memoranda. Briefs and legal memoranda on non-dispositive pretrial matters may not exceed five (5) pages double-spaced. In trial matters the limit for a party's main filing is ten (10) pages double-spaced; supplemental briefs or legal memoranda on subsidiary matters may not exceed three (3) pages double-spaced. Declarations and affidavits in such matters may not exceed five (5) pages double-spaced. There is no page limit on summary judgment motions, motions for declaratory judgment and any potentially dispositive motions as described in SCLCR 7(e)(1). The Court may strike pleadings that are longer than the page limit described in this rule upon its own motion.

(3) Filing: Case Numbers. No documents shall be submitted for filing with more than one case number. Where documents require filing under multiple case numbers, attorneys shall submit duplicate originals for each case number cited. Case numbers for each file shall be highlighted by circling the appropriate cause number. Where there are multiple case numbers and no duplicate originals provided, the Clerk shall place the document only in the first case number designated.

The case number prevails on filings received where the case caption and case number do not match.

(4) Filing: Physical Issues. Single documents with multiple pages shall be stapled together.
Multiple

RULE 30 ELECTRONIC FILING AND SERVICE

(b) Electronic Filing Authorization, exception, service and technology equipment.

(4) Electronic Filing ~~and Service~~. Attorneys and self-represented litigants may electronically file (e-file) all documents using the Clerk's online e-filing system unless this rule provides otherwise.
[Adopted September 1, 2021]

(A) Documents That Shall Not Be E-Filed. The following documents must be filed in paper form rather than ~~and not~~ e-filed:

(1) Original wills and codicils that do not conform to the Electronic Wills Act;

(2) Certified records of proceedings for purposes of appeal;

(~~2~~ 3) Documents of foreign governments under official seal including foreign and out of state adoption documents and judgments;

(~~3~~ 4) Administrative Law Review (ALR) Petitions;

(4) 5) Interpleader or Surplus Funds Petitions;

(~~5~~ 6) Documents presented for filing during a court hearing or trial including documents submitted for in-camera review;

(~~6~~ 7) New cases or fee-based documents filed with an Order to Waive Fees or in accordance with GR 34.

(~~7~~)

Comments: 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.

PART II. GENERAL RULES (SCLGR)

Rule 22 Security in Handling Court Exhibits

- (a) Hazardous, Valuable, and Bulky Exhibits. Upon petition of the clerk or any party and order of the court, a hazardous exhibit, money, or an item of negotiable value, ~~or an item deemed to be excessively bulky~~ may be admitted and then withdrawn upon the substitution of photograph(s), videotape(s), samples or other facsimile representations as provided by the order. For ease of storing and caretaking of evidence, oversized exhibits and large cardboard displays of photos/diagrams will be used for demonstrative purposes only and not be marked and held as evidence. Only 8.5 x 11 photos/diagrams of oversized exhibits presented for identification will be marked and maintained as evidence. The photograph(s), videotape(s), samples or other facsimile representations may be used to demonstrate the existence, quantity, and physical characteristic of the evidence. The order shall direct the disposition of the original evidence and shall state whether the evidence shall be further documented by a descriptive certificate issued by an authorized agency.