

Rule 2. Official Court Record

- c. Documents Scanned by the Court: It is the responsibility of the filing party to review each document scanned by the court into the CMS for any discrepancies as a result of the scanning process. Failure to give notice of a discrepancy to the court within thirty (30) days from the filing date will be deemed acceptance of the scanned document. Original documents filed with the assistance of the clerk's office shall be returned to the filing attorney or self-represented litigant. Documents that are submitted in the courtroom and then scanned into the CMS shall be retained in accordance with the Judiciary's Record Retention Schedule.