

ADMINISTRATIVE / STANDING ORDER 16-02

RE: RULE 58b/Entry of Judgment

(b) **By Agreement – Subject to the provisions of Rule 54b, Judgment for a sum certain or denying relief, may be entered by agreement of the parties, without motion, provided:**

1. All judgment stipulations must first be e-filed with the clerk's office.
2. If any party is represented by an attorney, the stipulation must be signed by each party's attorney.
3. All stipulations must be filed with the court within sixty (60) days of execution.
4. Stipulations signed by attorneys for all parties may be entered by the clerk without a judge's signature.
5. Each attorney must have an entry of appearance in the file.
6. All stipulations older than sixty (60) days must be presented to the court by motion; said motion must set forth the current balance owed on the original stipulation.
7. If any party is not represented by an attorney, then that party's signature must be notarized prior to filing and presentment.
8. All judgment stipulations which include the signature of a party not represented by an attorney must be signed by a judge prior to the judgment entering.

This Order becomes effective September 1, 2016.

Entered as an Order of this Court on this 27th day of June, 2016.

ENTER:


Chief Judge

PER ORDER:

