

**STATE OF MINNESOTA  
IN COURT OF APPEALS**

ADM 10-8010

**FILED**

July 11, 2019

**OFFICE OF  
APPELLATE COURTS**

**STANDING ORDER REGARDING PAPER COPIES OF BRIEFS TO BE  
FILED IN THE MINNESOTA COURT OF APPEALS PURSUANT TO RULE  
131.03, MINNESOTA RULES OF CIVIL APPELLATE PROCEDURE**

This court is authorized to issue standing orders governing the filing of paper copies of briefs. Minn. R. Civ. App. P. 131.03, subd. 1. Since July 1, 2014, this court has required that all parties file five paper copies of their briefs (four bound copies and one unbound). It has come to this court's attention that paper copies have sometimes been submitted that are not identical to the electronic version of briefs previously filed and served. To obviate the need to expend substantial resources comparing electronic and paper versions, the court wishes to clarify that any and all corrections or alterations must be submitted in the form of separate errata sheets.

**IT IS HEREBY ORDERED:**

1. Unless specifically relieved of the obligation by an order of this court, all parties shall file five paper copies of their briefs in appeals pending before this court. One paper copy shall be unbound and four paper copies shall be bound.

2. Effective August 1, 2019, if a brief is filed electronically, paper copies of briefs shall be accompanied by a signed certification that includes the preparer's name, address, telephone number, email address, and attorney registration number, if applicable, as well as this language: "I hereby certify that the content of the accompanying paper brief and addendum or addenda, if applicable, is identical to the electronic version filed and

served, except for any binding, colored cover, or colored back, and I understand that any corrections or alterations to a brief filed electronically must be separately served and filed in the form of an errata sheet.”

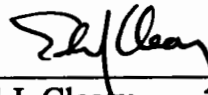
3. All copies of briefs shall comply with Minn. R. Civ. App. P. 132.01. Briefs filed electronically shall comply with Minn. R. Civ. App. P. 132.03. Briefs shall be filed with the clerk of the appellate courts at the same time that they are served on opposing counsel and self-represented parties. If a brief is filed electronically, paper copies of the brief shall be filed with the clerk of the appellate courts within three business days after electronic filing.

4. The clerk of the appellate courts shall not retain any extra copies received and shall not be responsible for returning them to the filer.

5. This court may order the filing of paper copies of other documents, if documents are voluminous and paper copies would be of assistance to the assigned judges.

**Dated:** July 11, 2019

**BY THE COURT**



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Edward J. Cleary  
Chief Judge