

FILED

May 23, 2016

**OFFICE OF
APPELLATE COURTS**

STATE OF MINNESOTA

IN SUPREME COURT

ADM 09-8006

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

Minnesota Rule of Civil Appellate Procedure 131.03, subdivision 1 allows the court to establish the number, time, and manner of filing paper copies of briefs and addenda in appeals pending before this court. By order filed February 28, 2014, the court directed parties to appeals pending in the supreme court to provide 5 paper copies of all briefs and addenda submitted for filing, including in criminal appeals, *see* Minn. R. Crim. P. 29.01, subd. 2 (stating the Rules of Civil Appellate Procedure govern criminal appeals “unless [the criminal] rules direct otherwise”). Effective July 1, 2016, attorneys admitted to practice in Minnesota or admitted pro hac vice are required to file briefs and addenda electronically in all case types in which all parties to the appeal are represented; self-represented parties may file briefs and addenda electronically, or if filed in paper, by U.S. Mail or in person. *See* Minn. R. Civ. App. P. 125.01.

The Clerk of the Appellate Courts maintains the court’s records, *see* Minn. Stat. § 480.07 (2014), and since 2015, has maintained those records in electronic form. In addition to the court’s use of briefs, the State Law Library uses briefs filed in appeals in this court to provide public services and maintain an historical archive of supreme court briefs.

Based on all the files, records, and proceedings herein,

IT IS HEREBY ORDERED that effective July 1, 2016, for all appeals pending in the Minnesota Supreme Court on that date or commenced after that date, only one unbound paper copy of a brief and any addendum will be accepted for filing in the appeal. If a brief and addendum are submitted for filing electronically, a single unbound paper copy shall be submitted to the Clerk of the Appellate Courts within 3 business days after the filer receives electronic confirmation from the clerk that the electronic brief and addendum have been filed. The paper copy shall be submitted to the Clerk of the Appellate Courts in the form required by Minn. R. Civ. App. P. 132, except that it shall not be bound. The unbound paper copy submitted after confirmation of electronic filing is received must be identical in all respects to the brief and addendum filed electronically with the court.

IT IS FURTHER ORDERED that if a self-represented litigant does not file a brief and addendum electronically, a single unbound paper copy of the litigant's brief and addendum shall be filed as directed in Minn. R. Civ. App. P. 125.01, and shall be deemed to satisfy the requirement in Minn. R. Civ. App. P. 132.01, subd. 1, for a bound brief.

IT IS FURTHER ORDERED that if more than one paper copy of a brief or addendum is received after July 1, 2016, extra copies will not be retained by the Clerk of the Appellate Courts and will not be returned to the filing party.

Dated: May 23, 2016

BY THE COURT



Lorie S. Gildea
Chief Justice