

ADMINISTRATIVE ORDER

DOCUMENTS FILED IN THE **CANTON MUNICIPAL DIVISION AND LAGRANGE MUNICIPAL DIVISION** **REQUIRED TO BE FILED ELECTRONICALLY**

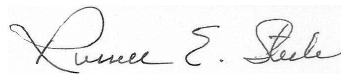
Pursuant to Supreme Court Operating Rule 27.01 and Local Court Rule 4.3, effective April 1, 2019, or as soon thereafter as the technological requirements which are required have been implemented, documents filed in the Canton Municipal Division and the LaGrange Municipal Division, except those filed by self-represented parties, shall be filed electronically, unless otherwise allowed by statute or by leave of Court. Such filings shall be made as provided by Supreme Court Rule 103 and Supreme Court Operating Rule 27, copies of which can be accessed at: <http://www.courts.mo.gov/efiling-rules>. The Municipal Division Clerk shall provide reasonable assistance to those persons or entities making such filings.

Documents prepared or utilized within a courtroom during hearings or trials, and as otherwise provided by law, may be filed with the Court in paper form. All documents which may be filed in paper form shall be scanned by the Municipal Division Clerk into the electronic file and maintained electronically.

Any attempted filing of a document that does not comply with the foregoing requirements shall be summarily rejected, deemed not filed, and the same shall be promptly returned to the sender.

The Presiding Judge shall notify all members of the Lewis County Bar of this Order as well as any other persons the Presiding Judge deems appropriate.

So Ordered this 19th day of March, 2019.



Russell E. Steele, Presiding Judge