

STATE OF OHIO

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IN THE PARMA MUNICIPAL COURT

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JOURNAL ENTRY

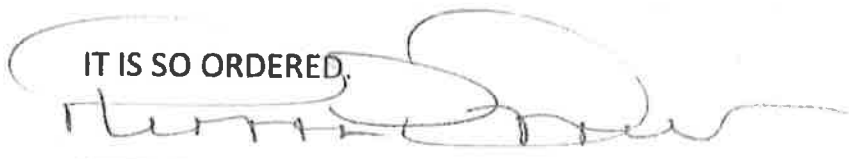
COUNTY OF CUYAHOGA

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IT IS HEREBY ORDERED, ADJUDGED AND DECREED that, effective immediately, Rule 4 Pleadings and Motions of the Local Rules of the Parma Municipal Court, shall be amended to permit the use and filing of criminal complaints and summons that are produced by a computer or other electronic means.

The amendment shall be effectuated in accordance with the attached addendum which is fully incorporated herein.

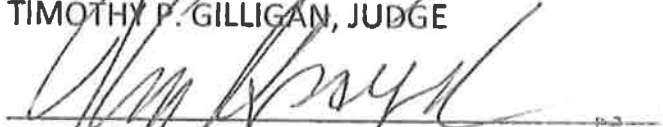
IT IS SO ORDERED.



DEANNA O'DONNELL, ADMINISTRATIVE & PRESIDING JUDGE



TIMOTHY P. GILLIGAN, JUDGE



KENNETH R. SPANAGEL, JUDGE

PARMA MUNICIPAL COURT
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LOCAL RULES OF PARMA MUNICIPAL COURT

(Proposed amendments)

RULE 4: PLEADINGS AND MOTIONS

(A)

(1) Except for documents that are filed electronically, as provided in subdivision (A)(2), all pleadings and motions shall be legibly typewritten or printed on paper sized 8 1/2 inches by 11 inches.

The caption of the complaint shall state the name and address, if known, of each party. Subsequent pleadings and motions shall state the case number, the name of the first party plaintiff and the first party defendant on each side. For all subsequent pleadings in which new parties are joined, the name and address, if known, of each new party shall be stated in the caption of such pleading. Every pleading, motion, brief or other paper filed in a case shall be identified by title, and shall bear the name of the individual attorney, his/her Supreme Court Registration number, the firm, if any, office address telephone number, fax telephone number and business e-mail of the attorney filing the same, or if there be no attorney, then the party filing the same. This requirement is also applicable to the names of notaries public.

(2) The Parma Municipal Court authorizes the use and filing of criminal complaints and summons that are produced by a computer or other electronic means. A criminal complaint transmitted electronically must comply with Ohio Crim.R. 3. If any electronic complaint and summons or citation is issued at the scene of an alleged offense, the issuing officer is required to serve the defendant with a paper copy of the complaint and summons as required by Ohio Crim.R. 4(D). A law enforcement officer who files a criminal complaint or citation pursuant to this rule and electronically affixes the officer's signature, shall also have his/her signature attested to by either a "peace officer," "judge," "clerk," or "deputy clerk" after which the complaint and summons or citation shall be considered to have been certified and shall have the same rights, responsibilities, and liabilities as with all other criminal complaints and summons or citations issued pursuant to this rule and Ohio Crim.R. 4.

(B) Failure to comply with the formal requirements as set out above may be grounds for striking the non-complying document from the Court's files. For good cause shown, the Clerk of Court is authorized to waive this requirement for cases involving Small Claims, Forcible Entry and Detainer or other types of cases or proceedings in the interest of justice when the party is not represented by counsel. The Clerk may also receive requests by letter in traffic and criminal cases regarding continuance, reinstatement of driving privileges, and other similar proceedings.

(C) Notwithstanding the exceptions to formalities of documents filed with the Clerk of Court, all documents must be served on the prosecutor or opposing party, in accordance with Civil Rule 5 and Criminal Rule 49. Failure to show proof of service on the document filed shall be grounds for striking the document from the Court's record.