

Memo

To: Temiika Gipson, Circuit Court Clerk

From: All Circuit Court Judges

Date: February 19, 2020

Re: Amendment to Local Rule Eight regarding Court Records

Per order of the Court, Rule Eight regarding Court Records shall be modified as attached.

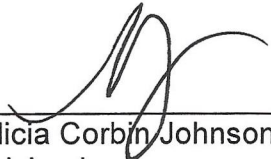
RULE EIGHT. COURT RECORDS AND EXHIBITS

(A) No court records, including exhibits, may be taken from the Clerk's office except by a judge or a clerk or by written Court order.

(B) At the conclusion of a case, the parties or their counsel shall assemble and account for all exhibits and file them with the Clerk. Counsel or the party who introduced an exhibit other than an 8 ½ x 11 document shall retain the exhibit. If the case is appealed, the appellant shall reduce the exhibit to a size the Clerk of the Appellate Court will receive.

(C) After entry of the final order in a case, the Clerk shall retain exhibits for one year. If no appeal is pending after one year, the Clerk shall notify counsel or self-represented party that all exhibits will be destroyed unless counsel or the party who introduced an exhibit informs the Clerk of the party's intent to retrieve the exhibit. Unless otherwise directed by the Court, the Clerk may destroy exhibits that have not been retrieved after thirty days of notice to counsel or self-represented party. This rule shall apply to depositions that are not marked as exhibits but are made part of the technical record.

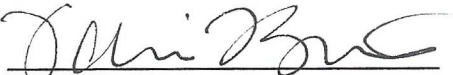
The foregoing Amendment to the Local Rules of Practice, Rules of the Circuit Court of Tennessee for the Thirtieth Judicial District at Memphis is hereby adopted by the undersigned Judges on this 19th day of February, 2020 and submitted to the Clerk of Court.



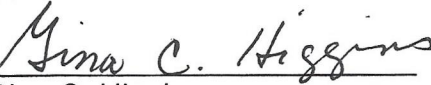
Felicia Corbin Johnson
Division I



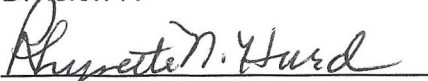
James F. Russell
Division II



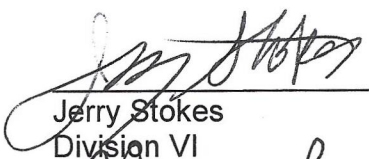
Valerie L. Smith
Division III



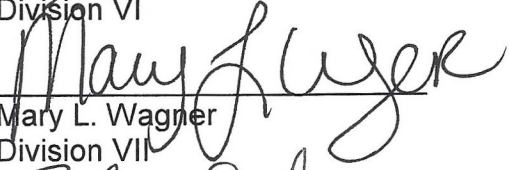
Gina C. Higgins
Division IV




Rhyrette N. Hurd
Division V



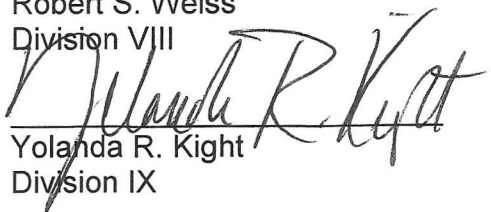
Jerry Stokes
Division VI



Mary L. Wagner
Division VII



Robert S. Weiss
Division VIII



Yolanda R. Kight
Division IX