



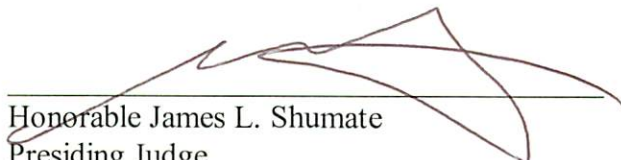
## State of Utah Fifth District Court

Notice is given that counsel should only file a Notice of Service of Discovery Responses and Depositions. The Court will not accept these Discovery documents or Depositions in the future. This applies to both Civil and Criminal Discovery.

In an effort to timely process and scan documents filed by attorneys, counsel should refrain from using divider tabs on exhibits attached to memorandums. The tabs must be cut off or removed in their entirety as they are too thick to go through the scanner. A plain sheet of paper marked Exhibit A, etc., in place of a tab will suffice for scanning purposes.

As it requires a substantial amount of clerical time to scan lengthy documents, counsel should refrain from attaching supporting exhibits which are *already on file* within an assigned case. Reference should be made to the document *already on file* rather than attaching the document as an exhibit and be re-scanned multiple times by clerical staff in the courts.

Dated this 28 day of November, 2011.

  
Honorable James L. Shumate  
Presiding Judge  
Fifth Judicial District