STATE OF WISCONSIN CIRCUIT COURT WASHINGTON COUNTY
12-SO-02 (66)

FILED

OCT 31 2012

CLERK OF CIRCUIT COURT
WASHINGTON CO., WI 53095

LOCAL COURT RULE
FACSIMILE TRANSMISSION OF DOCUMENTS TO THE COURT
12GF451

Clerk of Circuit Court Fax: 262-335-4776
Register in Probate/Clerk of Juvenile Court Fax: 262-306-2224

1. Facsimile documents transmitted directly to the Courts shall be accepted for filing only if:
   a. The facsimile document is faxed to the appropriate office at the phone number set forth above.
   b. At the time of the transmission, there is physically located in the appropriate office a facsimile machine capable of reproducing documents that satisfy Supreme Court Rule 72.01 concerning retention of filed documents.
   c. The facsimile transmission does not exceed fifteen (15) pages in length, excluding cover sheet. If the facsimile transmission exceeds 15 pages, the party or attorney shall certify that the assigned judge or court commissioner has approved the facsimile transmission.
   d. The facsimile document is of a type for which no filing fee is required.
   e. The transmission does not result in any additional fee or charge to the appropriate office for accepting or receiving the facsimile document.

2. The facsimile machine in both the offices of the Clerk of Circuit Court and the Register in Probate/Clerk of Juvenile Court will be turned off at the close of regular business hours. Documents filed by facsimile transmission completed after regular business hours are considered filed the next business day.

3. If papers are transmitted to a plain-paper facsimile machine of a non-court agency, party, or company for the receipt, transmittal, and delivery to the Clerk of Circuit Court or Register in Probate/Clerk of Juvenile Court, the appropriate office shall accept the papers for filing only if the transmission complies with Section 1. (c), (d) and (e) above, unless, as to 1. (c) the document has been approved by the assigned judge or court commissioner and certified by the party or attorney.

4. The party transmitting the facsimile document is solely responsible for ensuring its timely and complete receipt.

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5. Neither the Circuit Court Judge, the Clerk of Circuit Court nor the Register in Probate/Clerk of Juvenile Court is responsible for:
   a. errors or failures in transmissions that result in missing or illegible documents.
   b. periods when a facsimile machine is not operational for any reason.

6. Facsimile papers are considered filed upon receipt by the Clerk of Circuit Court or Register in Probate/Clerk of Juvenile Court and are the official record of the Court and may not be substituted. No additional copies may be sent. The Clerk of Circuit Court or Register in Probate/Clerk of Juvenile Court shall discard any duplicate papers subsequently received.

On the 15 day of October 2012.

Honorable James G. Pouros
Circuit Court Branch I

Honorable James K. Muehlbauer
Circuit Court Branch II

Honorable Todd K. Martens
Circuit Court Branch III

Honorable Andrew T. Gonring
Circuit Court Branch IV

APPROVAL PURSUANT TO WI SCR 72.01
Granted on: 10-26-12

Hon. Randy R. Koschnick
Chief Judge
Third Judicial District