

LCR 8.  
GENERAL RULES OF PLEADINGS AND MOTIONS

(a) - (f) (No Local Rules)

(g) Special Set Hearings. If a motion or group of motions filed in one case to be heard at the same time are expected to take longer than a total of 15 minutes to be heard, the parties shall obtain a specially set hearing date and time from the Court Administrator. The moving party shall arrange the hearing after conferring with opposing counsel or a self-represented party with regard to conflicts.

(h) Courtesy Copies for Judge. A copy of all motions, briefs, affidavits and declarations, and other documentary evidence to be considered by the court, as well as a proposed order(s), shall be provided to the judge assigned to preside over the trial or hearing at the same time as such documents or documentary evidence are required to be served on the opposing party or a self-represented party as provided in the court rules or local rules herein.

(1) Caption. The upper right hand corner of the first page of each courtesy copy shall contain the words "Judge's Courtesy Copy," or similar words, and the date and time of the hearing.

(2) Delivery. It is the court's preference that all courtesy copies for the judge be mailed or personally delivered to the Court Administrator. If time does not permit mailing or personal delivery, the filing party shall contact the Court Administrator at (360) 370-7480. The court reserves the right to charge a reasonable fee for fax or email copies. Do not fax or email without prior permission from the Court Administrator.

(3) Courtesy Copies Are Discarded. Courtesy copies are discarded after ten (10) days from the assigned hearing date, unless counsel or a self-represented party notify the Court Administrator of a new hearing date and request that the courtesy copies be retained. If either party fails to do so, it will be the responsibility of counsel or a self-represented party to provide new courtesy copies to the court as provided herein.

(i) Default Orders, Decrees or Judgments. If an order, decree or judgment has been entered by default, the prevailing party or the attorney representing the prevailing party shall immediately provide a conformed copy of the original order, decree or judgment, to the opponent or opponent's attorney. An affidavit or declaration showing proof of service shall be filed with the Clerk.

(j) Jurisdictional Declaration in Dissolution Cases. If a decree is entered under RCW 26.09 by joinder, agreement, or default, an attorney representing the petitioner or the respondent may present jurisdictional testimony pursuant to a "Request for Entry of Decree and Declaration of Jurisdictional Facts," using the form set forth in Appendix G, in lieu of a party's testimony by appearance in court. If both parties are self-represented, one party's testimony through personal appearance in court is required.

