

**GARFIELD COUNTY DISTRICT COURT
GARFIELD COUNTY, STATE OF WASHINGTON**

COURT ADDRESS

789 Main Street
Pomeroy, WA 99347

JUDGE

THOMAS W. COX

Administrator
Katie Magill (509) 843-1002

Local General rule (GCD-GR)

GCD-GR 1

ELECTRONIC FILING AND SERVICE

(a) Electronic filing (“eFile”) authorization, charges, exceptions, and waiver and non-compliance.

- (1) *Mandatory Electronic Filing.* Effective November 26, 2024, attorneys shall electronically file (eFile) all documents using the court’s designated eFiling service, eFile & Serve, unless this rule provides otherwise. Non-attorneys or *pro se* parties are not required to eFile, but are encouraged to do so.
- (2) *Documents That Shall Not Be e-Filed.* The following documents may not be eFiled:
 - (a) A criminal case initiation document (e.g., complaint, citation, or notice of infraction) that is not submitted through the Statewide Electronic Collision & Traffic Online Records (SECTOR) application per GR 30(d)(ii);
 - (b) A document that is required by law to be filed in non-electronic format, for example, original wills, certified records of proceedings for purposes of appeal, negotiable instruments, and documents of foreign governments under official seal;
 - (c) Documents incapable of legible conversion to an electronic format by scanning, imaging, or any other means;

- (d) Documents larger than permitted in the User Agreement.
- (3) *Working Copies.* Attorneys and other eFilers are not required to provide duplicate paper pleadings as “working copies” for judicial officers.
- (4) *Waiver of the Requirement to eFile for attorneys.*
 - (a) If an attorney is unable to eFile documents, the attorney may request a waiver from the court. The attorney must make a showing of good cause and explain why paper document(s) must be filed in that particular case. The court will consider each application and provide a written approval or denial to the attorney. Attorneys who receive a waiver shall file a copy of the waiver in each case in which they file documents. Attorneys who receive a waiver shall place the words “Exempt from eFiling per waiver filed on (date)” in the caption of all paper documents filed for the duration of the waiver.
 - (b) Upon a showing of good cause the court may waive the requirement as to a specific document or documents on a case by case basis.
- (b) **Electronic Service.** If a party serves another party electronically or via email, that party must likewise accept service from the other parties electronically or via email.

GCDCLR 3.5

MITIGATION HEARING ON WRITTEN STATEMENT - RESCINDED

Dated this 27th day of June, 2024



Judge Thomas W. Cox