

LGR 30 ELECTRONIC FILING

(b) Electronic filing authorization, exception, service, and technology equipment.

(1)

(A) The clerk may accept for filing an electronic document that complies with the court rules and the Electronic Filing Technical Standards. Electronic filing of documents and bench copies with the clerk using the clerk's eFile Service or an electronic service provider that uses the clerk's eFile service is permitted if the transmission of documents is done in a manner approved by the clerk. All electronically filed pleadings shall be formatted in accordance with the applicable rules governing formatting of paper pleadings, including GR 14.

(2)

(A) The following documents must be filed in paper form, not electronically filed:

- (i) Original wills and codicils;
- (ii) Certified records of proceedings for purposes of appeal;
- (iii) Documents presented for filing during a court hearing or trial;
- (iv) Documents submitted for in camera review under GR 15; and
- (v) Affidavits for writs of garnishment and writs of execution.

(3) *Electronic Transmission from the Court.*

(A) Attorneys. The court and clerk may electronically transmit notices, orders, or other documents to all attorneys using the electronic mailbox address shown on the Washington State Bar Association's online Attorney Directory. It is the responsibility of all attorneys to maintain an electronic mailbox sufficient to receive electronic transmissions of notices, orders, and other documents.

(B) Other parties. The court or clerk may electronically transmit notices, orders, or other documents to any party who has filed electronically or has agreed to accept electronic documents from the court by using the electronic address provided to the clerk. It is the responsibility of the filing or agreeing party to maintain an electronic mailbox sufficient to receive electronic transmissions of notices, orders, and other documents.

(4) Documents that are electronically filed do not need to be submitted to the clerk's office for filing on paper, unless paper is required under LGR 30(b)(2). However,

parties are required to follow the local court rules regarding judge's copies, LCR 5(k).

(c) Time of Filing, Confirmation, and Rejection.

(1)

(A) An electronic document is considered filed with the clerk when it is received by the clerk's designated computer during the clerk's business hours. Any document electronically filed with the clerk by 5:00 p.m. Pacific Time on a business day shall be deemed filed with the clerk on that date. A document filed after 5:00 p.m. or on a non-business day shall be considered filed on the next business day.

(3)

(A) The clerk may reject a document that fails to comply with applicable electronic filing requirements. The clerk will notify by email the filing party of the document(s) being rejected and the reason therefore.

(d) Authentication of Electronic Documents.

(2) *Signatures.*

(F) Court Facilitated Electronically Captured Signatures

(i) Use of electronic filing by a party or attorney shall constitute compliance with CR 11's signature requirement. Documents containing signatures of third parties (for example, affidavits and stipulations) may also be filed electronically as set forth in GR 30(d). A copy of the electronically filed document with signatures shall be maintained in paper or electronic form by the filing party and made available for inspection by other parties or the court upon request.

(e) Filing fees, electronic filing fees.

(1)

(A) All statutory filing fees shall be collected and paid for electronically filed documents according to the methods approved by the clerk at the time of electronically filing.

[Adopted effective September 1, 2013; Amended effective October 26, 2015, September 1, 2016, September 1, 2017; September 1, 2018; September 1, 2022; September 1, 2023.]