

IN THE COURT OF COMMON PLEAS OF THE 44<sup>TH</sup> JUDICIAL DISTRICT –SULLIVAN  
COUNTY

IN RE: : NO. 2019-CV-134  
LOCAL RULE OF CIVIL PROCEDURE :  
GOVERNING CUSTODY AND STORAGE :  
OF TRIAL EXHIBITS :  
(Composed of Wyoming and Sullivan Counties) :

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ORDER OF COURT

AND NOW, this 31<sup>st</sup> day of May, 2019, in compliance with Rule 103 of the Pennsylvania  
Rules of Judicial Administration,

IT IS HEREBY ORDERED that the Court adopts the attached Local Rule 244 of Civil  
Procedure Custody and Storage of Trial Exhibits, which becomes effective July 29, 2019.

By the court,



Russell D. Shurtleff, President Judge

RULE 244 CUSTODY AND STORAGE OF TRIAL EXHIBITS

- A. The moving party shall keep custody of and be responsible for all non-documentary material and documentary exhibits larger than 8.5 x 11 inches submitted into evidence at trial. That material shall not be left in the courtroom after the conclusion of the trial of the case.
- B. If a party offers into evidence documentary exhibits larger than 8.5 x 11 inches, the party shall provide the Court, at the time of trial, with a copy of the document reduced to 8.5 x 11 inches, which copy shall be marked and filed of record.
- C. Notwithstanding the above provision, any party may petition the Court to retain custody of an Exhibit.
- D. Trial exhibits entered into evidence prior to the effective date of this Rule, and those filed of record pursuant to the provisions above, shall be retained by the Court until it is determined whether an appeal has been taken from a final judgment. If an appeal has been taken, the exhibits shall be retained until disposition of the appeal. Within sixty (60) days of the final disposition of all appeals, or the date when no further appeal may be taken under the Pennsylvania Rules of Appellate Procedure, the party who offered the exhibits may reclaim them from the Court Administrator. Any exhibits not so reclaimed may be destroyed or otherwise disposed of by the Court Administrator without further notice being provided by the Court. In cases where final disposition of all appeals predates the effective date of this Rule by more than sixty (60) days, the sixty (60) day time period within which to reclaim trial exhibits shall run from the effective date of this Rule.

Note: The purpose of this rule is to eliminate problems encountered by the Court relating to custody and storage of large exhibits. The rule is not intended to limit the exhibits which are either shown to the jury or sent out with the jury during deliberation.