

**NOTICE**  
**MONTGOMERY COUNTY COMMON PLEAS COURT, GENERAL DIVISION**  
**AMENDMENT TO LOCAL RULE 2.01 (EMERGENCY STATUS)**

The Montgomery County Common Pleas Court, General Division, adopted the following amendment to **Loc. R. 2.01**, Civil Case Management, effective **June 9, 2008**:

I. PURPOSE:

- A. The purpose of this rule is to establish, pursuant to Rule 5 (B) (1) of the Rules of Superintendence for Courts of Ohio, an automated system for civil case management which will achieve the prompt and fair disposition of civil cases, provide the Court with an efficient means of controlling the flow of civil cases, and save time by providing members of the bar with information and case management facilities.

II. SCHEDULING OF EVENTS:

- A. The scheduling of events begins when a civil action is filed. Thereafter, the case is managed in four steps: Clerical Step I, Clerical Step II, Judicial Step I, Judicial Step II. The clerical steps are performed by administrative personnel. The judicial steps are performed by the assigned Judge or their personal staff.
- B. Events which are indicated by a double asterisk are automatically computer generated and dated from the last preceding double asterisk.
- C. Events indicated by a single asterisk are computer generated forms.

III. CLERICAL STEP I:

- A. \*\*Service of summons, in accordance with Rule 4.1 - 4.6 of the Ohio Rules of Civil Procedure, shall be checked twenty-one (21) days after the action is filed:
1. If the service is complete on all parties and the case is an administrative appeal:
    - a. \*A briefing schedule shall be automatically ordered as follows:
      - (1) Appellant's assignment of errors brief due forty (40) days after the filing of the notice of appeal or the filing of the transcript, whichever is later;
      - (2) Appellee's answer brief due thirty (30) days after service of appellant's brief;
      - (3) Appellant may file a reply brief due fourteen (14) days after service of appellee's answer brief, ~~but no later than three (3) days before argument.~~

TO VIEW THE RULE IN ITS ENTIRETY, GO TO [WWW.MONTCOURT.ORG](http://WWW.MONTCOURT.ORG)