

**IN THE DISTRICT COURT FOR
THE FIFTH JUDICIAL DISTRICT OF WYOMING**

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GENERAL ORDER)	
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FOR THE DISTRICT COURTS)	2020-03
)	
FOR BIG HORN, HOT SPRINGS, PARK,)	
)	
AND WASHAKIE COUNTIES)	
)	

**GENERAL ORDER TEMPORARILY WAIVING FEES
ASSOCIATED WITH FAX OR E-MAIL FILING**

THIS MATTER came upon the Court' own motion. The President of the United States has declared a national emergency. The Governor of the State of Wyoming has declared a statewide emergency. The Wyoming Supreme Court implemented the Judicial Branch: Respiratory Disease Pandemic Plan. All of these actions are in response to the worldwide pandemic involving COVID 2019.

The Centers for Disease Control (CDC) have implemented best practices to avoid further transmission of COVID-19. Those best practices include, but are not limited to:

- Minimizing/Eliminating all person-to-person contact
- Maintaining a minimum distance of six (6) feet between persons
- Avoiding gatherings of more than 50 people
- Practicing proper hygiene (washing hands, cover when coughing, disinfecting).

Currently, Wyoming courts do not provide for electronic filing. Therefore, filing any document in District Court requires mail or face-to-face, in-person interaction between the filer and a member of the Clerk of District Court's staff. This is contrary to the CDC's directive to minimize, or where possible, eliminate person-to-person contact.

Under Wyo. R. Civ. P. 5, persons may file via a facsimile or electronically after providing notice the Clerk of District Court. The rule permits such filing "[o]nly under emergency circumstances[.]" Wyo. R. Civ. P. 5(e). Normally, the Clerk of District Court charges a fee for


electronic filing. *Id.* Under Rule 4 of the Rules For Fees and Costs for District Court, facsimile filing costs \$1.00 per page. Fax or email filing should only be used “under emergency circumstances[.]” Wyo. R. Civ. P. 5(e). Fax filings are limited to ten pages.

In light of the current pandemic, the Clerk and Judges of the District Court recognize that anything to minimize person-to-person contact, including minimizing the cost of filing a paper or pleading under emergency circumstances via electronic means, is in the public health’s best interest. Consequently, the Clerk of District Court for Big Horn, Hot Springs, Park, and Washakie Counties shall waive any fees associated with filing documents via electronic means, whether it be via fax or e-mail (where available).


IT IS THEREFORE ORDERED that until further order of this Court, the filing fee assessed for fax filing and page limitations for fax/electronic filing are hereby **SUSPENDED**;

IT IS FURTHER ORDERED that all other requirements for electronic filing including, but not limited to requesting permission in advance, providing prompt payment, and following up with an original document via mail shall remain in full force and effect. Documents that are not time sensitive or needing immediate filing should continue to be filed by mailing the pleadings or placing them in the appropriate court house drop box if available in your County.

BY THE COURT this 24th day of March, 2020.



Honorable Bill Simpson
DISTRICT COURT JUDGE
FIFTH JUDICIAL DISTRICT



Honorable Bobbi Overfield
DISTRICT COURT JUDGE
FIFTH JUDICIAL DISTRICT