

RULE 79

(As Amended December 17, 2007)

CUSTODY OF PAPERS AND RECORDS

Except upon order of Court, no paper or record on file with the Clerk shall be removed from the Clerk's custody other than by authorized court personnel or for transmission to an appellate court; but any person may inspect and copy such matter, unless otherwise provided by statute, rule or order of Court.

At the discretion of the Clerk of Court, persons whose copy requests are large and/or burdensome to the Clerk's Office may be allowed to bring portable copying or scanning equipment to the Clerk's Office to make copies of requested papers or records.

Such arrangements must be made with the Clerk's prior approval and all copying by the requestor will be done under the supervision of the Clerk's Office.