

TITLE IV
Chapter 24 - Procedure
Rule 24.3 - Pleadings Presented for Walk-Through
Appendix 24.3 - Court-Specific Rules Concerning Walk-Through of Pleadings

**First Judicial District
Court**

Parish of Caddo

**Second Judicial District
Court**

**Parishes of Bienville,
Claiborne and Jackson**

**Third Judicial District
Court**

**Parishes of Lincoln and
Union**

**Fourth Judicial District
Court**

**Parishes of Morehouse
and Ouachita**

**Fifth Judicial District
Court**

**Parishes of Franklin,
Richland and West
Carroll**

**Sixth Judicial District
Court**

**Parishes of East Carroll,
Madison and Tensas**

**Seventh Judicial District
Court**

**Parishes of Catahoula
and Concordia**

**Eighth Judicial District
Court**

Parish of Winn

**Ninth Judicial District
Court**

Parish of Rapides

**Tenth Judicial District
Court**

Parish of Natchitoches

**Eleventh Judicial District
Court**

Parish of Sabine

**Twelfth Judicial District
Court**

Parish of Avoyelles

**Thirteenth Judicial
District Court**

Parish of Evangeline

**Fourteenth Judicial
District Court**

Parish of Calcasieu

**Fifteenth Judicial District
Court**

**Parishes of Acadia,
Lafayette and Vermilion**

**Sixteenth Judicial
District Court**

**Parishes of Iberia, St.
Martin and St. Mary**

**Seventeenth Judicial
District Court**

Parish of Lafourche

**Eighteenth Judicial
District Court**

**Parishes of Iberville,
Pointe Coupee and West
Baton Rouge**

**Nineteenth Judicial
District Court**

**Parish of East Baton
Rouge**

**Family Court, Parish of
East Baton Rouge**

**For the Parish of East
Baton Rouge**

**Twentieth Judicial
District Court**

**Parishes of East Feliciana
and West Feliciana**

**Twenty-First Judicial
District Court**

**Parishes of Livingston,
St. Helena and
Tangipahoa**

**Twenty-Second Judicial
District Court**

**Parishes of St. Tammany
and Washington**

Any pleading which a party requests to be walked through to a Judge, must involve extraordinary circumstances warranting the immediate presentation to the Judge.

A. Existing Suits Allotted to Divisions K and L

If an attorney or member of their staff or a self-represented litigant presents a pleading to file which involves extraordinary circumstances, they are to first get written approval to walk through the pleading by the Division Judge or their staff attorney. The attorney or staff member or the self-represented litigant must then present the original pleading to the Clerk's office for filing and check-out the record for presentation to the Judge if authorized by the clerk. After signature by the Judge, the pleading and record are to be returned to the Clerk's office by the attorney or staff member or by the Court.

B. New Suits and Existing Suits Prior to Re-Allotment

If an attorney or member of their staff or a self-represented litigant presents a pleading to file which involves extraordinary circumstances, they are to first present the original pleading to the Clerk's office for filing and allotment to a Division. The attorney or staff member or self-represented litigant must then get written approval to walk through the pleading by the Division Judge or their staff attorney. The attorney or their staff member or self-represented litigant must then present the original pleading to the Judge for signature. If the pleading is to be filed in an existing suit, the record must be checked out and must accompany the pleading presented for signature. After signature by the Judge, the pleading and file are to be returned to the Clerk's office by the attorney or staff member or by the Court.

C. Protective Orders

Protective Orders, or pleadings seeking a Protective Order, are allowed to be walked through without prior approval of the Judge, but must first be presented to the Clerk of Court's protective order personnel prior to walk through.

**Twenty-Third Judicial
District Court**

**Parishes of Ascension,
Assumption and St.
James**

**Twenty-Fourth Judicial
District Court**

Parish of Jefferson

**Twenty-Fifth Judicial
District Court**

Parish of Plaquemines

**Twenty-Sixth Judicial
District Court**

**Parishes of Bossier and
Webster**

**Twenty-Seventh Judicial
District Court**

Parish of St. Landry

**Twenty-Eighth Judicial
District Court**

Parish of LaSalle

**Twenty-Ninth Judicial
District Court**

Parish of St. Charles

**Thirtieth Judicial District
Court**

Parish of Vernon

**Thirty-First Judicial
District Court**

Parish of Jefferson Davis

**Thirty-Second Judicial
District Court**

Parish of Terrebonne

**Thirty-Third Judicial
District Court**

Parish of Allen

**Thirty-Fourth Judicial
District Court**

Parish of St. Bernard

**Thirty-Fifth Judicial
District Court**

Parish of Grant

**Thirty-Sixth Judicial
District Court**

Parish of Beauregard

**Thirty-Seventh Judicial
District Court**

Parish of Caldwell

**Thirty-Eighth Judicial
District Court**

Parish of Cameron

**Thirty-Ninth Judicial
District Court**

Parish of Red River

**Fortieth Judicial District
Court**

**Parish of St. John the
Baptist**

Civil District Court
Parish of Orleans

Criminal District Court
Parish of Orleans

Forty-Second Judicial
District Court
Parish of DeSoto
