

RULES FOR LOUISIANA DISTRICT COURTS

TITLES I, II, III, IV, V, and VI

Seventeenth Judicial District Court

Parish of Lafourche

Title - I Chapter Title - Dates of Court

Chapter - 2 None.

Rule - 2.0

Appendix - 2.0

Local Holidays in Addition to Legal Holidays
Listed in La. R.S. 1:55
See 2004 Amendment to La. R.S. 1:55(E)(1)(b) which, by reference to La. R.S. 1:55(B)(1)(a), adds Mardi Gras Day and General Election Day as legal holidays.

Title - I Chapter Title - Judges, Facsimile Transmissions To The Court, and Technology-Related Rules

Chapter - 3 DIVISIONS OF COURT

Rule - 3.1 There shall be five (5) divisions of this Court, designated as Divisions A, B, C, D & E, and each division shall have its own docket and calendar. Each judge shall preside in the division to which he or she has been elected. No later than September 1 of each year, the judge of each division shall prepare and publish a docket calendar for the coming year, which calendar shall include days designated for criminal jury trials, criminal pre trial conferences and misdemeanor trials. The judge may amend the calendar at any time, as required to accomplish the business of the Court.

Appendix - 3.1
Divisions or Sections of Court

Title - I Chapter Title - Judges, Facsimile Transmissions To The Court, and Technology-Related Rules

Chapter - 3 DUTY JUDGE

Rule - 3.2 Each division of Court shall serve as civil duty judge on a biweekly basis to coincide with the criminal duty judge rotation provided for in Appendix 15 – Assignment of Cases, effective August 1, 2017. Division “A” shall be the next division in alphabetical sequence of Division “E”. The civil duty judge shall have the authority specified in Louisiana Code of Civil Procedure Article 253.3.

Appendix - 3.2
Duty Judges

Amended effective August 1, 2017. In the event the civil duty judge is absent from the court house located in Thibodaux, Louisiana, the judge of the next division of court in alphabetical sequence who is present in the courthouse located in Thibodaux, Louisiana, shall serve as civil duty judge.

Default Judgments: A judgment by default must be obtained and a judgment by default must be confirmed before the judge of the division of the court to which it has been allotted, or before the civil duty judge authorized by Article 253.3 of the Louisiana Code of Civil Procedure.

In criminal matters, the duty judge conducts arraignments and magistrate hearings daily, sets bonds, and generally responds to matters involving criminal cases. However, the criminal duty judge has no authority to sign any pleadings or orders in cases not allotted to that judge’s division.

Title - I **Chapter Title - Judges, Facsimile Transmissions To The Court, and Technology-Related Rules**

Chapter - 3

Any presiding judge of this court may electronically sign court orders, notices, official court documents, judgments and other writings if the electronic signature consists of a computer data compilation of any symbol or series of symbols executed, adopted or authorized by the judge to be the legally binding equivalent of the judge's handwritten signature.

Rule - 3.4

Appendix - 3.4

Court-Specific Rules
Concerning Judges' Use
of Electronic Signatures

Effective July 29, 2016;
amended effective
October 23, 2017.

Title - I **Chapter Title - Judges, Facsimile Transmissions To The Court, and Technology-Related Rules**

Chapter - 3

A defendant's appearance at the following proceedings may, at the discretion of the presiding judge, be made by simultaneous transmission through audio-visual electronic equipment:

Rule - 3.5

Appendix - 3.5

Court-Specific Rules
Concerning
Simultaneous
Appearance by a Party or
Witness by Audio-Visual
Transmission

1. Seventy-two hour hearing;
2. Initial setting of bond;
3. Any pretrial Motion;
4. Any hearing on Pretrial Motion;
5. Arraignment;
6. Any post-conviction proceeding; and
7. Any other proceeding where specifically allowed by the Code of Criminal Procedure relative to simultaneous Audio/Visual Transmission.

Effective October 30,
2017.

Title - I **Chapter Title - Court Personnel**

Chapter - 4

Hon. Annette Fontana www.lafourcheclerk.com
Clerk of Court

Rule - 4.1

Parish of Lafourche www.17thjdc.com

Appendix - 4.1

P.O. Box 818 www.17thjdcselphelp.com
Thibodaux, LA 70302-0818
Telephone: (985) 447-4841
Facsimile: (985) 447-5800
E-Mail: clerk@lafourcheclerk.com

Judicial Administrators
and Clerks of Court

Amended effective July
1, 2016.

Title - I **Chapter Title - Courtroom Use, Accessibility and Security**

Chapter - 5

Rule - 5.1

<http://www.lasc.org/rules/dist.ct/COURTRULESAPPENDIX5.1A.PDF>

Appendix - 5.1A

Title - I	Chapter Title - Courtroom Use, Accessibility and Security
Chapter - 5	
Rule - 5.1	http://www.lasc.org/rules/dist.ct/COURTRULESAPPENDIX5.1B.PDF
Appendix - 5.1B	
Request for Interpreter and Order	

Title - I	Chapter Title - Courtroom Use, Accessibility and Security
Chapter - 5	
Rule - 5.1	http://www.lasc.org/rules/dist.ct/COURTRULESAPPENDIX5.1C.PDF
Appendix - 5.1C	
Interpreter's Oath	

Title - I	Chapter Title - Indigents and In Forma Pauperis
Chapter - 8	
Rule - 8.0	http://www.lasc.org/rules/dist.ct/COURTRULESAPPENDIX8.0.PDF
Appendix - 8.0	
In Forma Pauperis Affidavit	

Title - II	Chapter Title - Procedure
Chapter - 9	ALLOTMENT OF CASES
Rule - 9.3	Allotment of Civil Cases: Upon filing, all civil matters shall be allotted to a division of this Court by random allotment. The Clerk of Court shall devise a system whereby civil cases shall be equally divided among the divisions of court.
Appendix - 9.3	In any pending Civil Matter that requires reallocation due to recusal of the sitting judge of the division in which said matter is pending, a ball and/or marker for the division in which the matter was pending prior to recusal shall be returned to the box at the time of recusal and reallocation. This paragraph shall apply to recusal and reallocation of matters at any stage of said proceedings.
Allotments: Signing of Pleadings in Allotted and Non-Allotted Cases	
Amended effective January 1, 2015.	

Title - II	Chapter Title - Procedure
Chapter - 9	None.

Rule - 9.4

Appendix - 9.4

Presentation of Pleadings
to the Court and Filing
with the Clerk of Court

Title - II **Chapter Title - Procedure**

Chapter - 9

Rule - 9.6 http://www.lasc.org/rules/supreme/Louisiana_Civil_Case_Reporting_Form.pdf

Appendix - 9.6

Louisiana Civil Case
Reporting

Title - II **Chapter Title - Procedure**

Chapter - 9

Rule - 9.12 <http://www.lasc.org/rules/dist.ct/COURTRULESAPPENDIX9.12A.pdf>

Appendix - 9.12A

Notice of Limited
Appearance – Family
Law Cases

Title - II **Chapter Title - Procedure**

Chapter - 9

Rule - 9.12 <http://www.lasc.org/rules/dist.ct/COURTRULESAPPENDIX9.12B.pdf>

Appendix - 9.12B

Notice of Limited
Appearance – Non-
Family Law Cases

Title - II **Chapter Title - Procedure**

Chapter - 9 PRETRIAL PROCEDURE

Rule - 9.14 (A) Unless otherwise provided by law, or unless waived by the Court, no suit requiring a trial on the merits may be assigned or fixed except at or after a pretrial conference. Any party desiring to assign a case for trial shall, after all issues have been joined and after disposition of all completed or pending rules, motions, exceptions, interrogatories, requests for admissions, depositions, or other discovery proceedings, make a written request for a pretrial conference of the Judge presiding in the division to which the case has been allotted. After such a request has been made and a conference has been scheduled, the court shall be notified immediately if, for any reason, the conference is no longer necessary.

Appendix - 9.14

Fixing for Trial or
Hearing; Scheduling
Orders; Contact with
Jurors

(B) The request for a pretrial conference shall certify that all issues have been joined; that there are no contemplated or pending rules, motions, exceptions or any type of discovery proceedings, formal or otherwise; that all known third party demands, interventions and amendments have been effected; and that the case is ready for trial. A copy of the pretrial request shall be sent to all counsel of record and the request shall contain the names and current addresses of all counsel or other parties to be notified.

(C) In the order in which valid, properly certified requests have been received, the Judge shall cause to be scheduled the pretrial conference and give reasonable notice to counsel for all parties.

(D) Upon the receipt by each party of the notice that the requested pretrial conference has been scheduled, each party shall submit to the presiding Judge before whom the conference is to be held a pretrial statement which shall set forth:

(1) A brief but comprehensive statement of the party's contention.

(2) A statement setting forth facts established by pleadings or by stipulations, agreement or admissions.

(3) A statement setting forth the contested issues of law.

(4) A statement setting forth the contested issues of fact.

(5) A list and brief description of exhibits which party plans to offer in evidence.

(6) A list of witnesses which party plans to call (except those which may be called for impeachment or rebuttal), and a short statement as to the nature (but not as to the content) of their testimony. Unless allowed by the Judge at the pretrial conference, no other witnesses may be called to testify except for good cause shown.

(7) A statement as to any other matters not coming under the previous headings which may be relevant to a prompt and expeditious disposition of the case.

(8) A statement as to the estimated length of time necessary to try the case.

(9) A certificate shall follow the said statement:

"I hereby certify that I will be present at the pretrial conference scheduled for _____, 20 ____, at ___ o'clock __.M. That I will have in my possession at the conference all available documents and exhibits that I plan to introduce at the trial, that I will be the trial attorney in this matter, and that I will also have my trial calendar so that a mutually acceptable trial date may be selected at the conference."

(E) Counsel who have certified the pretrial statements as submitted to the court shall attend the conference and subsequent trial of case, unless permission is granted by the Court for substitute counsel to appear. Any substitute counsel permitted by the Court to attend the conference shall be knowledgeable of all aspects of the case and shall possess the necessary authority to commit his client as regards changes, stipulations and/or compromise settlement.

(F) At or after the conclusion of the pretrial conference the Judge shall sign an order setting the case for trial, which shall be filed in the suit record. Any agreements entered into at the conference shall be reduced to writing at the direction of the presiding Judge.

(G) The Court may refuse to permit any witness to testify or exhibit introduced into evidence which is not listed on the pre trial order or a court approved supplemental list timely filed.

Title - III

Chapter Title - Allotment of Cases

Chapter - 14

There is no provision for a judge to sign pleadings in a criminal matter not allotted to that judge, except that the criminal duty judge may hear motions for preliminary examination and motions to reduce bond in all cases. All other motions and orders in criminal matters must be submitted to and signed by the allotted judge.

Rule - 14.0

Appendix - 14.0A

ALLOTMENT OF CRIMINAL CASES

Allotment of Criminal Cases (Other than Traffic, Wildlife, and Appeals from Lower Courts)

Amended effective July 10, 2009; amended effective November 1, 2013; amended effective January 1, 2015.

Allotment of Criminal Cases: At arraignment, or upon the filing of any contradictory motion, all criminal matters shall be allotted to a division of this Court by random allotment. The Clerk of Court shall devise a system whereby felony criminal cases shall be equally divided among the divisions of court. The Clerk of Court shall further devise a system whereby misdemeanor criminal cases shall be equally divided among the divisions of court, but excluding the division designated by order of the Court as the "Drug Treatment Court." Whenever more than one bill of information or indictment is filed against a defendant, or against multiple defendants in a related incident, they shall be allotted to the same division based upon the first matter allotted. Any post-conviction motion filed in a case not previously allotted shall be allotted to the division of court where sentence was rendered.

Motions for preliminary examination or to reduce bail may be heard by the criminal duty judge then sitting or, at his discretion, by the succeeding criminal duty judge, or these matters may be heard by the judge of the division to which the case is allotted.

If a defendant in a felony or misdemeanor matter is accepted into the Drug Treatment Court, that case and any other criminal matter pending against that defendant shall be reallocated to the division of Court then designated as the Drug Court. This rule shall not cause any other matter to be allotted to the Drug Court solely because of this reallocation, such as a companion case. If the Court by en banc order changes the designation of the Drug Court to another division, the cases of all defendants then participating in the Drug Court program shall be reallocated to the newly designated division of Court in accordance with this rule.

Notwithstanding any provision of this rule to the contrary, the Clerk of Court shall maintain a separate box for the allotment of capital cases, which box shall be kept by the Clerk in his office in a secure place. The box shall contain two balls or markers for each judge of the Court. Each time a capital case is allotted, the ball or marker drawn shall not be returned to the box until only one ball or marker is left in the box, and then all balls or markers shall be returned to the box. The allotment shall be done by the Clerk of Court or his designee in open court on the day of arraignment of the defendant, by a random drawing of one ball or marker from the box. If more than one person is charged with a capital offense arising out of the same event, all defendants shall be allotted to the judge to whom the first allotment was made and the other ball or marker for that judge, if it remains in the box, shall be removed from the box.

When an allotment is made pursuant to this article, no pending cases for any defendant charged with a capital offense shall be re-allotted to the judge who is assigned the capital offense. If the District Attorney amends the charged capital offense to a lesser non-capital offense or if the District Attorney announces that he is not seeking the death penalty in the charged capital offense, the allotment done in accordance with this rule shall remain in effect, and the ball or marker drawn for that judge shall not be returned to the box until all balls and markers are returned as stated above. The foregoing capital allotment procedure shall supersede any previous allotment in the case, arising out of a previous arraignment on a lesser charge or the filing of any contradictory motions, as stated in the first paragraph above.

In any pending criminal matter (including capital, felony, misdemeanor, traffic, or other) that requires reallocation due to recusal of the sitting judge of the division in which said matter is pending, a ball and/or marker for the division in which the matter was pending prior to recusal shall be returned to the box at the time of recusal and reallocation. This paragraph shall apply to recusal and reallocation of matters at any stage of said proceedings, whether preconviction or post conviction.

Title - III

Chapter Title - Allotment of Cases

Chapter - 14

See Appendix 14.0A.

Rule - 14.0

Appendix - 14.0B

Random Allotment
Traffic Offenses,
Wildlife Offenses, and
Appeals from Courts of
Limited Jurisdiction)

Title - III **Chapter Title - Allotment of Cases**

Chapter - 14 Rule 14.1 is hereby adopted.

Rule - 14.1

Appendix - 14.1

Allotment - Defendant
with More than One
Felony Case

Title - III **Chapter Title - Assignment of Cases and Preliminary Motions**

Chapter - 15

Rule - 15.0

Appendix - 15.0

Assignment of Cases,
Filing of Motions, Pre-
Trial and Status
Conferences

Amended effective
January 1, 2009.

Allotment of Criminal Cases: At arraignment, or upon the filing of any contradictory motion, all criminal matters shall be allotted to a division of this Court by random allotment. The Clerk of Court shall devise a system whereby felony criminal cases shall be equally divided among the divisions of court. The Clerk of Court shall further devise a system whereby misdemeanor criminal cases shall be equally divided among the divisions of court, but excluding the division designated by order of the Court as the "Drug Treatment Court." Whenever more than one bill of information or indictment is filed against a defendant, or against multiple defendants in a related incident, they shall be allotted to the same division based upon the first matter allotted.

Motions for preliminary examination or to reduce bail may be heard by the criminal duty judge then sitting or, at his discretion, by the succeeding criminal duty judge, or these matters may be heard by the judge of the division to which the case is allotted.

If a defendant in a felony or misdemeanor matter is accepted into the Drug Treatment Court, that case and any other criminal matter pending against that defendant shall be reallocated to the division of Court then designated as the Drug Court. This rule shall not cause any other matter to be allotted to the Drug Court solely because of this reallocation, such as a companion case. If the Court by en banc order changes the designation of the Drug Court to another division, the cases of all defendants then participating in the Drug Court program shall be reallocated to the newly designated division of Court in accordance with this rule.

CRIMINAL MATTERS

Each division of Court shall conduct magistrate hearings and arraignments on a bi-weekly basis, commencing with Division A on January 1, 2009, and continuing thereafter in alphabetical order. Arraignments shall be scheduled for 9:00 a.m. and magistrate hearings shall be scheduled at the discretion of the presiding judge.

Each division of Court shall conduct pre-trial conferences each month in all criminal matters allotted to that division. Each division of Court, except the Drug Court, shall assign at least one day each calendar month to conduct trials in misdemeanor cases.

Title - III **Chapter Title - Assignment of Cases and Preliminary Motions**

Chapter - 15

Rule - 15.1

Appendix - 15.1

Appointment of Counsel

At the magistrate hearing conducted pursuant to La. C.Cr.P. Art. 230.1, the Court will appoint counsel for defendants who request counsel and who are determined by the Court to be indigent. In cases where the defendant is not incarcerated, the appointment of counsel will be made at arraignment or at such other time as the defendant may request counsel and the Court determines that the defendant is indigent.

An arrested person brought before a judge of the Seventeenth Judicial District Court for the purpose of appointment of counsel in conformity with Louisiana Code of Criminal Procedure Article 230.1 may

make an appearance by telephone or audio-video equipment.

Title - III **Chapter Title - Assignment of Cases and Preliminary Motions**

Chapter - 15 None.

Rule - 15.2

Appendix - 15.2

Alternative Method of
Service on District
Attorney

Title - III **Chapter Title - Arraignment and Pleas**

Chapter - 18

Rule - 18.0 <http://www.lasc.org/rules/dist.ct/COURTRULESAPPENDIX18.0.PDF>

Appendix - 18.0

Waiver of Formal
Arraignment and Pleas

Title - III **Chapter Title - Simultaneous Peremptory Challenges**

Chapter - 19 **SIMULTANEOUS EXERCISE OF PEREMPTORY CHALLENGES**

Rule - 19.0 Section 1. In any felony jury trial conducted in this Judicial District, the presiding judge may, in the judge's discretion, order the simultaneous exercise of peremptory challenges.

Appendix - 19.0

Simultaneous
Peremptory Challenges Section 2. If the judge elects to order simultaneous exercise of peremptory challenges, the judge shall inform the State and the defendant of this election prior to the seating of the first panel of prospective jurors.

Amended effective
January 22, 2016.

Section 3. The judge shall require the State and the defendant to complete a form which identifies, as to each panel, each juror by name and number and indicates whether each juror is accepted, peremptorily challenged and/or challenged for cause. The completed form shall be presented at side bar at the time jurors are tendered.

Section 4. If a prospective juror is challenged under both a challenge for cause and a peremptory challenge, and the court grants the challenge for cause, the challenging party shall not be deemed to have expended a peremptory challenge.

Section 5. If both the State and the defendant exercise a peremptory challenge as to a particular prospective juror, both sides shall be deemed to have expended a peremptory challenge.

Title - IV **Chapter Title - Application of Rules**

Chapter - 22

Rule - 22.0

Appendix - 22.0

Courts That Have
Created Specialized
Divisions or Sections of
Court That Handle
Family Law Proceedings

Title - IV **Chapter Title - Notice and Exchange of Information**

Chapter - 23

Rule - 23.0 http://www.lasc.org/rules/dist.ct/Title_IV/APPENDIX_23.0A.pdf

Appendix - 23.0A

Courts Requiring the Pre-
Hearing Filing,
Exchange, or Submission
of a Family Law
Affidavit and/or Joint
Custody Implementation
Plan; Courts That May
Issue Pre-Hearing Orders

Title - IV **Chapter Title - Notice and Exchange of Information**

Chapter - 23

Rule - 23.0 http://www.lasc.org/rules/dist.ct/Title_IV/APPENDIX_23.0B.pdf

Appendix - 23.0B

Family Law Affidavit
(form)

Title - IV **Chapter Title - Notice and Exchange of Information**

Chapter - 23

Rule - 23.0 http://www.lasc.org/rules/dist.ct/Title_IV/APPENDIX_23.0C.pdf

Appendix - 23.0C

Hearing Information
Order (form)

Title - IV **Chapter Title - Notice and Exchange of Information**

Chapter - 23

Rule - 23.0 http://www.lasc.org/rules/dist.ct/Title_IV/APPENDIX_23.0D.pdf

Appendix - 23.0D

Hearing Officer

Title - IV **Chapter Title - Notice and Exchange of Information**

Chapter - 23

Rule - 23.0

Appendix - 23.0E

Courts That Require Use
of a Specific Hearing
Information Order or
Hearing Officer
Conference and
Information Order

Title - IV **Chapter Title - Notice and Exchange of Information**

Chapter - 23

Rule - 23.0

Appendix - 23.0F

Court-Specific Rules
Concerning Arrearages

Title - IV **Chapter Title - Notice and Exchange of Information**

Chapter - 23

Rule - 23.1

Appendix - 23.1

Court-Specific Rules
Concerning Pre-Trial
Orders in Non-
Community Property
Cases

Title - IV **Chapter Title - Procedure**

Chapter - 24

Rule - 24.0

Appendix - 24.0

Court-Specific Rules
Concerning Form of
Pleadings and Caption
Requirements in Family
Law Proceedings

A. Any petition, motion, rule to show cause or application for a temporary restraining order, preliminary injunction or permanent injunction pursuant to La. R.S. 9:372, La. R.S. 9:361, et seq., La. C.C.P. Art. 3601, et seq., La. R.S. 46:2131, et seq., La. R.S. 46:2151, La. Ch.C. Art. 1564, et seq., or La. R.S. 13:4248, or any motion to modify or dissolve an existing Louisiana Uniform Abuse Prevention Order, shall include a legible and fully completed Louisiana Uniform Abuse Prevention Order in a form approved by the Louisiana Protective Order Registry and prepared for the signature of the presiding judge.

In any proceeding in which a temporary restraining order has been issued, a motion seeking a continuance of the hearing on the preliminary injunction shall include a legible and fully completed Louisiana Uniform Abuse Prevention Order.

B. Whenever an order is issued pursuant to La.C.Cr.P. Art 327.1 or La.C.Cr.P. Art 335.1, the Sheriff shall: (1) present to the defendant a stay away order and notice to appear before the division of court conducting arraignments on the next day such division of court is in session, and (2) complete a legible Louisiana Uniform Abuse Prevention Order in a form approved by the Louisiana Protective Order Registry and forward such order to the division of court conducting arraignments prior to the defendant's appearance before such court.

C. In all criminal cases in which a sentence imposes an order or a condition of probation for the purpose of preventing domestic violence or dating violence, the district attorney shall forward to the presiding judge a legible and fully completed Louisiana Uniform Abuse Prevention Order in a form approved by the Louisiana Protective Order Registry no later than the end of the next day the court is in session after the sentence has been pronounced.

Title - IV

Chapter Title - Procedure

Chapter - 24

1. Attorneys are required to comply with La. Dist. Court Rule 9.4 regarding Notice of Prior Filing or Multiple Filing, for any other proceedings involving the same family unit, whether family law, juvenile, domestic violence.

Rule - 24.1

Appendix - 24.1

2. See Appendix 24.2 entry for 17th JDC, for allotment and One Family One Judge rules.

Court-Specific Rules
Concerning Prior or
Multiple Filing of
Pleadings

Adopted February 21,
2017, effective February
21, 2017.

Title - IV

Chapter Title - Procedure

Chapter - 24

1. Attorneys are required to comply with La. Dist. Court Rule 9.4 regarding Notice of Prior Filing or Multiple Filing, for family law, juvenile, domestic violence cases, even if the original case is no longer pending.

Rule - 24.2

Appendix - 24.2

2. The 17th JDC shall make every effort to practice a One Family One Judge allotment and case transfer system, to the division of the earliest filed case, even if the original case is no longer pending. Upon filing, the clerk shall certify whether there are prior domestic, domestic violence proceedings, protective orders, support enforcement and juvenile pleadings filed between the same parties.

Court-Specific Rules
Concerning Allotment of
Cases

Adopted February 21,
2017, effective February
21, 2017.

3. An action filed after a reconciliation of the parties, an abandonment of the action, a dismissal of the action, with or without prejudice, a finding of nullity, shall be given a new suit number; however, the clerk of court shall automatically allot the case to the same division as the prior case.

4. When a suit is filed into a new docket number involving the same parties to an ongoing suit, the cases shall be consolidated into one suit number. The cases with the higher docket number shall be consolidated into the case with the lowest docket number in the original division.

5. All cases involving the same payor of child support shall be transferred to the same division of the Court. In the event there are multiple cases involving the same payor of child support, all the cases shall be transferred to the division with the lowest number.

6. A Court may decline to take further action on the cases until they are properly transferred and/or allotted.

Title - IV **Chapter Title - Procedure**

Chapter - 24

Rule - 24.3

Appendix - 24.3

Court-Specific Rules
Concerning Walk-
Through of Pleadings

Title - IV **Chapter Title - Procedure**

Chapter - 24

Rule - 24.4

Appendix - 24.4

Court-Specific Rules
Concerning Appointment
of Attorneys To
Represent Absentee
Defendants

Title - IV **Chapter Title - Procedure**

Chapter - 24

Rule - 24.5

Appendix - 24.5

Court-Specific Rules
Concerning Extensions
of Time To Plead in
Family Law Proceedings

Title - IV **Chapter Title - Procedure**

Chapter - 24

Rule - 24.6

Appendix - 24.6

Court-Specific Rules
Restricting the
Preparation of Answers
or Other Pleadings;
Procedure When a Self-
Represented Party Has
Filed an Answer

Title - IV **Chapter Title - Procedure**

Chapter - 24

Rule - 24.7

Appendix - 24.7A

Court-Specific Rules
Concerning Scheduling
Hearings and Trials

Title - IV **Chapter Title - Procedure**

Chapter - 24

Rule - 24.7

Appendix - 24.7B

Court-Specific Rules
Concerning Order of
Business

Title - IV **Chapter Title - Procedure**

Chapter - 24

Rule - 24.8

Appendix - 24.8A

Court-Specific Rules
Concerning
Continuances in Family
Law Proceedings

Title - IV **Chapter Title - Procedure**

Chapter - 24

Rule - 24.8 http://www.lasc.org/rules/dist.ct/Title_IV/APPENDIX_24.8B.pdf

Appendix - 24.8B

Uncontested Motion To
Continue (form)

Title - IV **Chapter Title - Procedure**

Chapter - 24

Rule - 24.8 http://www.lasc.org/rules/dist.ct/Title_IV/APPENDIX_24.8C.pdf

Appendix - 24.8C

Title - IV **Chapter Title - Procedure**

Chapter - 24

Rule - 24.9

Appendix - 24.9

Court-Specific Rules
Concerning Discovery

Title - IV **Chapter Title - Procedure**

Chapter - 24

Rule - 24.10

Appendix - 24.10

Court-Specific Rules
Concerning Setting of
Pre-Trial Conferences

Title - IV **Chapter Title - Procedure**

Chapter - 24

Rule - 24.11

Appendix - 24.11

Court-Specific Rules
Concerning Hearings in
Chambers in Family Law
Proceedings Pursuant to
La. R.S. 9:302

Title - IV **Chapter Title - Procedure**

Chapter - 24

Rule - 24.12

Appendix - 24.12

Court-Specific Rules
Concerning the Presence
of Children in the
Courtroom and/or
Hearing Officer
Conferences

Title - IV **Chapter Title - Procedure**

Chapter - 24

Rule - 24.13

Appendix - 24.13

Court-Specific Rules
Concerning Mental
Health Evaluations in
Family Law Proceedings

Title - IV **Chapter Title - Procedure**

Chapter - 24

Rule - 24.14

Appendix - 24.14

Court-Specific Rules
Concerning Proof of
Uncontested Paternity by
Affidavit Pursuant to La.
R.S. 9:572

Title - IV **Chapter Title - Judgments and Stipulations**

Chapter - 25

Rule - 25.0

Appendix - 25.0

Court-Specific Rules on
Preparation and
Submission of Judgments
in Family Law
Proceedings

Title - IV **Chapter Title - Judgments and Stipulations**

Chapter - 25

Rule - 25.1

Appendix - 25.1

Court-Specific Rules on
Income Assignment
Orders

Title - IV **Chapter Title - Domestic Violence Protective Orders**

Chapter - 26

Rule - 26.0

http://www.lasc.org/rules/dist.ct/Title_IV/APPENDIX_26.0A.pdf

Appendix - 26.0A

Louisiana Protective
Order Registry Index of
Uniform Abuse
Preventive Order Forms
(Forms 1 through 23
Mandated by La. R.S.
46:2136.2(C))

Title - IV

Chapter Title - Domestic Violence Protective Orders

Chapter - 26

Rule - 26.0

http://www.lasc.org/rules/dist.ct/Title_IV/APPENDIX_26.0B.pdf

Appendix - 26.0B

Louisiana Protective
Order Registry Courtesy
Forms Index:
Instructions, Petitions,
Supplemental Forms, etc.

Title - IV

Chapter Title - Divorces Pursuant to La. Civ. Code Article 102

Chapter - 27

Rule - 27.0

http://www.lasc.org/rules/dist.ct/Title_IV/APPENDIX_27.0A.pdf

Appendix - 27.0A

La. C.C. art. 102 Divorce
Checklist (form)

Title - IV

Chapter Title - Divorces Pursuant to La. Civ. Code Article 102

Chapter - 27

Rule - 27.0

Appendix - 27.0B

Courts That Require the
Filing of a La. C.C. art.
102 Divorce Checklist,
the Entire Record, and/or
Other Documentation in
a La. C.C. art. 102
Divorce

Title - IV

Chapter Title - Divorces Pursuant to La. Civ. Code Article 102

Chapter - 27

Rule - 27.0

Appendix - 27.0C

Court-Specific Rules
Concerning Allowance
of Divorce by Affidavit
in a La. C.C. art. 102
Divorce

Title - IV **Chapter Title - Divorces Pursuant to La. Civ. Code Article 102**

Chapter - 27

Rule - 27.1 http://www.lasc.org/rules/dist.ct/Title_IV/APPENDIX_27.1A.pdf

Appendix - 27.1A

Waiver of Service and
Citation of an Original
Petition in a La. C.C. art.
102 Divorce Proceeding
(form)

Title - IV **Chapter Title - Divorces Pursuant to La. Civ. Code Article 102**

Chapter - 27

Rule - 27.1 http://www.lasc.org/rules/dist.ct/Title_IV/APPENDIX_27.1B.pdf

Appendix - 27.1B

Waiver of Service and
Citation of Rule To
Show Cause in a La.
C.C. art. 102 Divorce
(form)

Title - IV **Chapter Title - Divorces Pursuant to La. Civ. Code Article 102**

Chapter - 27

Rule - 27.1

Appendix - 27.1C

Courts That Require Use
of a Specific Waiver of
Service and Citation
Form in a La. C.C. art.
102 Divorce

Title - IV **Chapter Title - Divorces Pursuant to La. Civ. Code Article 103**

Chapter - 28

Rule - 28.0

Appendix - 28.0

Court-Specific Rules
Concerning Confirmation
of Preliminary Defaults

Title - IV **Chapter Title - Divorces Pursuant to La. Civ. Code Article 103**

Chapter - 28

Rule - 28.1

Appendix - 28.1A

Court-Specific Rules
Concerning Allowance
of Divorce by Affidavit
in a La. C.C. art. 103
Divorce Under La. Code
Civ. Proc. art. 1702(E)

Title - IV **Chapter Title - Divorces Pursuant to La. Civ. Code Article 103**

Chapter - 28

Rule - 28.1 http://www.lasc.org/rules/dist.ct/Title_IV/APPENDIX_28.1B.pdf

Appendix - 28.1B

La. C.C.P. art. 1702(E)
Divorce Checklist (form)

Title - IV **Chapter Title - Divorces Pursuant to La. Civ. Code Article 103**

Chapter - 28

Rule - 28.1

Appendix - 28.1C

Courts That Require the
Filing of a La. C.C.P. art.
1702(E) Divorce
Checklist

Title - IV **Chapter Title - Divorces Pursuant to La. Civ. Code Article 103**

Chapter - 28

Rule - 28.2

Appendix - 28.2A

Courts That Require the
Filing of a La. C.C.P. art.
969(B) Divorce

Title - IV **Chapter Title - Divorces Pursuant to La. Civ. Code Article 103**

Chapter - 28

Rule - 28.2 http://www.lasc.org/rules/dist.ct/Title_IV/APPENDIX_28.2B.pdf

Appendix - 28.2B

La. C.C.P. art. 969(B)
Divorce Checklist (form)

Title - IV **Chapter Title - Divorces Pursuant to La. Civ. Code Article 103**

Chapter - 28

Rule - 28.3 http://www.lasc.org/rules/dist.ct/Title_IV/APPENDIX_28.3A.pdf

Appendix - 28.3A

Acceptance of Waiver
and Waiver of Service
and Citation and Delays
in a La. C.C. art. 103
Divorce (form)

Title - IV **Chapter Title - Divorces Pursuant to La. Civ. Code Article 103**

Chapter - 28

Rule - 28.3

Appendix - 28.3B

Courts That Require a
Specific Form for Waiver
of Service and Citation in
a La. C.C. art. 103
Divorce

Title - IV **Chapter Title - Custody and Visitation Orders**

Chapter - 29

Rule - 29.0 http://www.lasc.org/rules/dist.ct/Title_IV/APPENDIX_29.0A.pdf

Appendix - 29.0A

Application for Ex Parte
Temporary Custody
Order – Affidavit of
Mover in Compliance
with La. C.C.P. art. 3945
(B) (form)

Title - IV **Chapter Title - Custody and Visitation Orders**

Chapter - 29

Rule - 29.0 http://www.lasc.org/rules/dist.ct/Title_IV/APPENDIX_29.0B.pdf

Appendix - 29.0B

Application for Ex Parte
Temporary Custody
Order –Certification by
Applicant’s Attorney in
Compliance with La.
C.C.P. art. 3945(B)
(form)

Title - IV **Chapter Title - Custody and Visitation Orders**

Chapter - 29

Rule - 29.0

Appendix - 29.0C

Court-Specific Rules
Concerning Ex Parte
Custody Orders

Title - IV **Chapter Title - Custody and Visitation Orders**

Chapter - 29

Rule - 29.1

Appendix - 29.1

Court-Specific Rules
Concerning Temporary
Custody Orders

Title - IV **Chapter Title - Custody and Visitation Orders**

Chapter - 29

Rule - 29.2 http://www.lasc.org/rules/dist.ct/Title_IV/APPENDIX_29.2A.pdf

Appendix - 29.2A

Joint Custody Plan (With
Domiciliary Parent)
(form)

Title - IV **Chapter Title - Custody and Visitation Orders**

Chapter - 29

Rule - 29.2

http://www.lasc.org/rules/dist.ct/Title_IV/APPENDIX_29.2B.pdf

Appendix - 29.2B

Joint Custody Plan
(Without Domiciliary
Parent) (form)

Title - IV

Chapter Title - Custody and Visitation Orders

Chapter - 29

Rule - 29.3

Appendix - 29.3

Court-Specific Rules
Concerning Parenting
Classes

Title - IV

Chapter Title - Custody and Visitation Orders

Chapter - 29

Rule - 29.4

Appendix - 29.4

Court-Specific Rules
Concerning Mediation

Title - IV

Chapter Title - Custody and Visitation Orders

Chapter - 29

Rule - 29.5

http://www.lasc.org/rules/dist.ct/Title_IV/APPENDIX_29.5.pdf

Appendix - 29.5

Form Letter To Register
a Foreign or Out-of-State
Custody Order (form)

Title - IV

Chapter Title - Custody and Visitation Orders

Chapter - 29

Rule - 29.6

Appendix - 29.6

Court-Specific Rules
Concerning Modification
of an Existing Custody or
Visitation Order

Title - IV **Chapter Title - Partition of Community Property**

Chapter - 30

Rule - 30.0 http://www.lasc.org/rules/dist.ct/Title_IV/APPENDIX_30.0A.pdf

Appendix - 30.0A

Sworn Detailed
Descriptive List (form)

Title - IV **Chapter Title - Partition of Community Property**

Chapter - 30

Rule - 30.0 http://www.lasc.org/rules/dist.ct/Title_IV/APPENDIX_30.0B.pdf

Appendix - 30.0B

Sample, Completed
Sworn Detailed
Descriptive List (form)

Title - IV **Chapter Title - Partition of Community Property**

Chapter - 30

Rule - 30.0 http://www.lasc.org/rules/dist.ct/Title_IV/APPENDIX_30.0C.pdf

Appendix - 30.0C

Joint Detailed
Descriptive List (form)

Title - IV **Chapter Title - Partition of Community Property**

Chapter - 30

Rule - 30.0 http://www.lasc.org/rules/dist.ct/Title_IV/APPENDIX_30.0D.pdf

Appendix - 30.0D

Sample, Completed Joint
Detailed Descriptive List
(form)

Title - IV **Chapter Title - Partition of Community Property**

Chapter - 30

Rule - 30.0

Appendix - 30.0E

Court-Specific Rules
Concerning Detailed

Title - IV **Chapter Title - Partition of Community Property**

Chapter - 30

Rule - 30.1

Appendix - 30.1

Court-Specific Rules
Concerning Appointed
Special Masters and
Experts

Title - IV **Chapter Title - Partition of Community Property**

Chapter - 30

Rule - 30.2

Appendix - 30.2

Court-Specific Rules
Concerning Partition of
Community Property

Title - IV **Chapter Title - Other Rules**

Chapter - 31

Rule - 31.0

Appendix - 31.0

Court-Specific Rules
Concerning Use of
Electronic and Recording
Devices

Title - IV **Chapter Title - Other Rules**

Chapter - 31

Rule - 31.1

Appendix - 31.1

Court-Specific Rules
Concerning Oral
Arguments

Title - IV **Chapter Title - Other Rules**

Chapter - 31

Rule - 31.2

Appendix - 31.2

Court-Specific Rules
Concerning Enrollment
and Withdrawal of
Counsel

Title - IV

Chapter Title - Other Rules

Chapter - 31

Rule - 31.3

Appendix - 31.3

Court-Specific Rules
Concerning
Collaborative Divorce
Procedures

Title - IV

Chapter Title - Use of Hearing Officers and Domestic Commissioners for Family Law Proceedings

Chapter - 32

Rule - 32.0

http://www.lasc.org/rules/dist.ct/Title_IV/APPENDIX_32.0A.pdf

Appendix - 32.0A

Courts Authorizing and
Directing Court-
Appointed Hearing
Officers, Commissioners,
and/or Magistrates
Pursuant To La. R.S.
46:236.5

Title - IV

Chapter Title - Use of Hearing Officers and Domestic Commissioners for Family Law Proceedings

Chapter - 32

Rule - 32.0

Appendix - 32.0B

Court-Specific Rules on
Hearing Officers and
Domestic Commissioners

Title - IV

Chapter Title - Hearing Officer Procedure for Title IV-D Federal Social Security Act

Chapter - 33

Rule - 33.0

Appendix - 33.0

Court-Specific Rules
Concerning Objections to
Recommendations of
Hearing Officers in Title
IV-D Matters

Title - IV **Chapter Title - Hearing Officer Procedures for Domestic Violence Protective Orders**

Chapter - 34

Rule - 34.0

Appendix - 34.0

Court-Specific Rules
Concerning Hearing
Officer Procedures for
Domestic Violence
Protective Orders

Title - IV **Chapter Title - Hearing Officer Procedures for Domestic Violence Protective Orders**

Chapter - 34

Rule - 34.2

Appendix - 34.2

Court-Specific Rules
Concerning Objections to
Rulings of Hearing
Officer or Domestic
Commissioner; Time for
Filing

Title - IV **Chapter Title - General Procedures for Hearing Officer Conferences**

Chapter - 35

Rule - 35.1

Appendix - 35.1

Court-Specific Rules
Concerning Failure To
Timely Comply with an
Appendix 23.0D Hearing
Officer Conference and
Information Order and/or
an Appendix 23.0B
Family Law Affidavit

Title - IV **Chapter Title - General Procedures for Hearing Officer Conferences**

Chapter - 35

Rule - 35.4 http://www.lasc.org/rules/dist.ct/Title_IV/APPENDIX_35.4.pdf

Appendix - 35.4

Stipulation Form (form)

Title - IV **Chapter Title - General Procedures for Hearing Officer Conferences**

Chapter - 35

Rule - 35.5

Appendix - 35.5

Court-Specific Rules
Concerning Objections to
Hearing Officer
Recommendations and
Judgments of Domestic
Commissioner

Title - IV **Chapter Title - General Procedures for Hearing Officer Conferences**

Chapter - 35

Rule - 35.7

Appendix - 35.7

Court-Specific Rules
Concerning the Setting of
Hearing Dates

Title - IV **Chapter Title - General Procedures for Hearing Officer Conferences**

Chapter - 35

Rule - 35.8

Appendix - 35.8

Court-Specific Rules
Concerning Adoption of
Hearing Officer's
Recommendation as
Temporary Order After
Objection

Title - V **Chapter Title - Adoption Proceedings**

Chapter - 46

Rule - 46.0

Appendix - 46.0

Court-Specific Rules
Concerning Filing of
Pleadings and Required
Exhibits in Adoption
Proceedings

Title - VI **Chapter Title - Litigation Filed by Inmates**

Chapter - 60

Rule - 60.2 <http://www.lasc.org/rules/dist.ct/COURTRULESAPPENDIX60.2.PDF>

Appendix - 60.2

Form IJR-1: Petition for
Judicial Review

Title - VI **Chapter Title - Litigation Filed by Inmates**

Chapter - 60

Rule - 60.4 <http://www.lasc.org/rules/dist.ct/COURTRULESAPPENDIX60.4.PDF>

Appendix - 60.4

Pro Se Prisoner-
Plaintiff's Portion of the
Pre-Trial Order

Title - VI **Chapter Title - Litigation Filed by Inmates**

Chapter - 60

Rule - 60.7 <http://www.lasc.org/rules/dist.ct/COURTRULESAPPENDIX60.7A.PDF>

Appendix - 60.7A

Application To Proceed
In Forma Pauperis Filed
in District Court

Title - VI **Chapter Title - Litigation Filed by Inmates**

Chapter - 60

Rule - 60.7 <http://www.lasc.org/rules/dist.ct/COURTRULESAPPENDIX60.7B.PDF>

Appendix - 60.7B

Motion To Proceed In
Forma Pauperis on
Appeals/Writs

Title - VI

Chapter Title - Litigation Filed by Inmates

Chapter - 60

Rule - 60.8

<http://www.lasc.org/rules/dist.ct/COURTRULESAPPENDIX60.8.PDF>

Appendix - 60.8

Appeal of Parole
Revocation