

IN THE SUPREME COURT FOR THE STATE OF ALASKA

ORDER NO. 1120

Amending Appellate Rule 212,
513.5 and 514 concerning form
of documents.

IT IS ORDERED:

1. Appellate Rule 212(b) is amended to provide:

(b) **Form.**

Briefs may be produced by standard typographic printing or by any duplicating or copying process which produces a clear black image on opaque, unglazed white paper. Carbon copies of briefs may not be submitted without permission of the court. All printed matter must appear in at least 11 point type, 10 pitch (10 characters per inch). Briefs shall be bound in volumes having pages not exceeding 8-1/2 x 11 inches and type matter not exceeding 6-1/2 x 9-1/2 inches, with double spacing between each line of text. The pages shall be numbered consecutively at the bottom center of the page. The cover of the brief of appellant shall be ivory; that of appellee blue; that of reply brief, green; and that of an intervenor or amicus curiae, red. The front covers of the briefs shall contain (1) the name of the court and the number of the case; (2) the title of the case; (3) the nature of the proceeding (e.g., appeal, petition for review); (4) [AND] the name of the court or agency below, the name of the individual who rendered the decision below, and the case number below; (5) [(4)] the title of the document (e.g., brief of appellant); (6) [(5)] the names, [AND]

addresses, telephone numbers, and bar numbers of counsel representing the party on whose behalf the brief is filed and the name of the law firm or organization with whom counsel is affiliated. In criminal cases, the front cover shall also include a certificate indicating whether the brief contains information which is confidential under AS 12.61.100 through 12.61.150. The administrative director shall specify the form and content of the certificate.

2. Appellate Rule 513.5(d) is amended to provide:

(d) Information to be Placed on First Page. The first page of each paper or document shall be prepared in conformity with Civil Rule 76(e), except that the name of the law firm or organization with whom an attorney is affiliated shall also be shown. In criminal cases, the first page shall also include a certificate indicating whether the paper or document contains information which is confidential under AS 12.61.100 through 12.61.150. The administrative director shall specify the form and content of the certificate.

[(d) **TRANSITION TO LETTER SIZE PAPER.** FOR THE PERIOD FROM MAY 1, 1986 THROUGH DECEMBER 31, 1987, ALL PLEADINGS AND COPIES MAY BE TYPED OR PRINTED ON EITHER LEGAL OR LETTER SIZE PAPER. BEGINNING JANUARY 1, 1988, ALL DOCUMENTS (EXCEPT EXHIBITS AND WILLS) SHALL BE PREPARED ON LETTER SIZE PAPER.]

3. Appellate Rule 514(e) is amended to provide:

(e) **Signing of Documents.** All documents presented to the court, other than records, must bear the manuscript signature [AND POST OFFICE ADDRESS] of the member of the bar who is counsel of record for the party concerned, and upon whom service is to be made. The individual names of other counsel and their addresses may be added.

DATED: February 19, 1993

EFFECTIVE DATE: July 15, 1993

Chief Justice Moore

Justice Rabinowitz

Justice Burke

Justice Matthews

Justice Compton