

THIRD JUDICIAL DISTRICT  
ADMINISTRATIVE ORDER 2017- 107

FILED BY CLERK  
KS. DISTRICT COURT  
THIRD JUDICIAL DIST.  
TOPEKA, KS

REQUIREMENT FOR E-FILED REPRESENTATION  
OF SELF-REPRESENTED PARTY CONSENT ON DOCUMENTS

2017 AUG 30 A 9:22

WHEREAS, Supreme Court Administrative Order No. 268 contains technical standards governing electronic filing of court documents.

Section E(3) of the Order says documents requiring signatures of more than one party may be filed electronically by: (a) submitting a scanned document containing all necessary written signatures; or (b) by representing the consent of the other parties on the document; or (c) in any other manner approved by the court. (Emphasis added); AND

WHEREAS, the Court must consider what is required under the Order when an attorney files an agreed document (or other document requiring multiple signatures) where one or more of the parties is self-represented.

Section J of the Order says:

A person filing or transmitting court documents electronically shall retain, in his or her possession or control, a record of the transmission from which a full copy of the document can be made during the pendency of the action and shall produce such document upon request under K.S.A. 60-234, and amendments thereto, by the court or any party to the action. Upon failure to produce such document, the court may strike the e-filed document and may impose sanctions under K.S.A. 60-211, and amendments thereto. Retention of electronic documents shall include all documents filed with the court and any other electronic communication related to the action.

IT IS THEREFORE ORDERED

Any document filed in the State of Kansas, Third Judicial District (Shawnee County) by an attorney that contains the "/s/" signature of a self-represented party must also contain the following language:

**"The undersigned attorney affirms that the self-represented party in the above captioned case reviewed this document and approved affixing his or her electronic signature to this document for purposes of filing it with the Court. The undersigned attorney has retained the original document with the self-represented party's original signature, will retain it during the pendency of this action and will produce it upon request by the Court or a party as required by Supreme Court Administrative Order No. 268(J)."**

The net result will be that an attorney may either: 1) submit a scanned document containing all necessary written signatures; or 2) submit a document with the "/s/" signature for a self-represented party, as long as the document includes the above affirmation.

BY ORDER OF THE CHIEF JUDGE OF THE THIRD JUDICIAL DISTRICT OF KANSAS

on this 29 day of August, 2017.

  
Edyng Wilson  
Chief Judge  
Third Judicial District