



## Clerks Manual Updates September, 2022

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#	Change Request	Details/Notes
<b>Civil Actions</b>		
1	Section 16.3.4 – Verified Petition Pursuant CR 27.01	New subsection added regarding CR 27.01: <i>“This is a petition filed in anticipation of future court action. For questions on processing, please contact Court Services.”</i>
<b>Forcible Entry and Detainer</b>		
1	Section 43.1 - Petition	Language clarification: <i>“Upon receipt of AOC Form 216 forcible detainer complaint or a forcible entry petition, affirm the petitioner’s signature.”</i>
<b>Special Judge Appointment</b>		
1	Section 89.1 – Special Judge Appointment	Removed instructions to distribute Orders Certifying Need to Chief Justice of the Supreme Court.
<b>Warrants and Criminal Summons</b>		
1	Section 101.2.1 – Bench Warrant for Failure to Pay Court Costs, Fees, and Fines	Added note after second step indicating no partial payments should be accepted after warrant is issued.



#	Change Request	Details/Notes
<b>Domestic Violence and Interpersonal Protective Orders</b>		
1	Section 34.4 – Cases Involving Minors	Section has been updated with new language/instruction regarding service and appointment of GAL