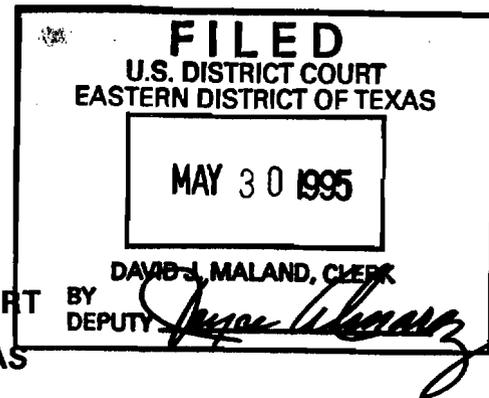


General Order No. 95-7



IN THE UNITED STATES DISTRICT COURT
FOR THE EASTERN DISTRICT OF TEXAS

GENERAL ORDER AMENDING LOCAL RULE 4

It is hereby ORDERED that the following amendments to Local Rule 4 concerning the filing of documents, having been approved by the judges of this court, are adopted for immediate implementation: *

RULE 4

FILING OF PAPERS

(a) Generally. When offered for filing, all papers shall be (1) endorsed with the style and number of the action and a statement of the character of the paper (e.g., COMPLAINT, MOTION TO DISMISS), (2) plainly written, typed, or printed, double-spaced, on 8 ½ inch by 11 inch white paper, stapled at the top only, and punched at the top center with two holes 2 7/8 inches apart, (3) signed by the attorney in charge and contained beneath the signature line his or her name, post office address and telephone number. "Blue backs" and other covers are not to be submitted with papers. No brief or motion shall be filed with the court with a font or typeface smaller than twelve (12) point type (12 characters per inch). A certificate of service must be attached to and made a part of all papers when required by the Federal Rules of Civil or Criminal Procedure.

Signed this 30th day of May, 1995.

FOR THE COURT:


RICHARD A. SCHELL
Chief Judge

* New language in the rule appears as redline text.