Court of Appeal

FIFTH CIRCUIT
STATE OF LOUISIANA

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March 22, 2023

By Order of the Court, effective March 21, 2023, Rule 11 of the Local Rules of the Louisiana Fifth Circuit Court of Appeal is amended and provides as follows:

RULE 11. ELECTRONIC AUDIO AND VIDEO EVIDENCE

A. All electronic audio and video evidence submitted to the Court shall be in the Windows Media Audio (WMA) or Windows Media Video (WMV) format to ensure that the evidence can be played on the default Windows Media Player.

B. In the event that audio or video evidence cannot be converted to the required formats, the software or codec required to view that evidence must be provided. This must include a description of the software or codec and instructions on how to install and use the software. Counsel for the parties must also inform the Clerk of Court in writing of these circumstances within five (5) days of the lodging of the record.

C. The following information must be provided with all submitted electronic evidence:
   - Title of The file
   - Brief Description of what is contained in the file
   - Length of the file
   - Number of files
   - File format
   - Guarantee of no virus
   - The anti-virus software that was used to scan the files and the date of the virus definitions

D. It is the exclusive responsibility of counsel for the party who offered the electronic audio and video evidence in the lower court to ensure this evidence complies with this rule when it is submitted to this Court, whether it is lodged as part of a record on appeal or submitted in a supervisory writ application.

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