

RULE 10

FORM OF PLEADINGS

(a) General Requirements

All pleadings, motions and other papers filed with the Clerk of Court or otherwise submitted to the Court, except exhibits, shall bear the proper case number followed by the initials of the presiding judicial officer, and shall contain on the first page a caption as described by Fed. R. Civ. P. 10(a) and immediately thereunder a designation of what the document is and the name of the party in whose behalf it is submitted. All such documents shall be typed or printed double-spaced on 8-1/2 x 11 inch paper or format. All pages shall be numbered at the bottom.

Parties may adopt documents or pleadings by reference only if the adopted document or pleading is expressly named and identified, when applicable, by reference to its docket entry number. Ancillary papers attached as exhibits to a document or pleading are made a part of the document or pleading for all purposes but shall not be used to compute the length of the document or pleading.

(b) Translations

All documents not in the English language which are presented to or filed in this Court, whether as evidence or otherwise, shall be accompanied at the time of presentation or filing by an English translation thereof, unless the Court shall otherwise order. Such English translation shall be certified by a Court interpreter, except that such certificate may be waived by stipulation of the parties.

Whenever a case is removed to this Court, there shall be filed with the record an English translation of all papers. Such translation shall be certified by a Court Interpreter or accepted in writing by the parties.

The costs incurred in the translation of all documents received or filed in the Court shall be taxed as costs.

See also Local Rule 43.