

**FILED**  
**14 AUG 2023**  
North Las Vegas Justice Court  
By: TM

**JUSTICE COURT, NORTH LAS VEGAS TOWNSHIP**  
**CLARK COUNTY, NEVADA**

**IN THE ADMINISTRATIVE MATTER RE: )**  
**MANDATORY ELECTRONIC FILING )**  
**IN THE NORTH LAS VEGAS TOWNSHIP )**  
**JUSTICE COURT )**

**ADMINISTRATIVE ORDER: #2023-01**

**WHEREAS**, the Justices of the Peace of the North Las Vegas Justice Court have completed a review of the paper and electronic filing processes and determined by a unanimous vote that mandatory electronic filing was in the best interest of justice; and

**WHEREAS**, JCRNLV 6.5 (b) (2) empowers the Chief Judge to be responsible for the administration of court rules and regulations; and

**WHEREAS**, the Justices of the Peace have reviewed the Nevada Electronic Filing Rules, or N.E.F.R., and determined that North Las Vegas Justice Court’s system and processes are in compliance; and

**WHEREAS**, in compliance with N.E.F.R.: 1) A mechanism exists for waiving filing fees in appropriate circumstances; (2) The Court allows for the exceptions needed to ensure access to justice for indigent, disabled, or self-represented litigants; (3) the Court is providing adequate notice by filing this order prior to implementation; (4) the Court will provide training for filers in the use of the process; and


**WHEREAS**, the Court reviewed all other requirements set forth in N.E.F.R. and determined that the North Las Vegas Justice Court meets and complies with the standards; and

**WHEREAS**, the electronic filing system used by the North Las Vegas Justice Court does not impose surcharges, other than convenience fees if filing fee payments are made via debit or credit card; and

**IT IS HEREBY ORDERED** that this order becomes effective and electronic filing will be mandatory in North Las Vegas Justice Court for civil cases on October 2, 2023. A separate order will be issued for the designation of a standardized format for documents filed.

**IT IS FURTHER ORDERED** that this order may be reviewed, modified, or terminated at the Court's discretion at any time, with appropriate notice to the public.

Dated this 14 day of August, 2023.

  
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Chief Judge Kalani Hoo  
Justice of the Peace  
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