

New Hampshire Supreme Court
Professional Conduct Committee
a committee of the attorney discipline system

4 Chenell Drive, Suite 102
Concord, New Hampshire 03301
603-224-5828 ♦ Fax 228-9511

Stephanie C. Hausman, Esq., Chair
Caroline K. Leonard, Esq., Vice Chair
Katheen M. Ames, Vice Chair
Barbara J. Guay, Administrative Assistant

On or before June 30, 2023, members of the bench, bar, legislature, executive branch or public may file with the Professional Conduct Committee comments addressing the Draft Standing Order. The Draft Standing Order is on the Attorney Discipline Office's website: www.nhattyreg.org. Comments can be made to pcc@nhattyreg.org.

New Hampshire Supreme Court
Professional Conduct Committee

a committee of the attorney discipline system

4 Chenell Drive, Suite 102
Concord, New Hampshire 03301
603-224-5828 • Fax 228-9511

Stephanie C. Hausman, Esq., Chair
Caroline K. Leonard, Esq., Vice Chair
Katheen M. Ames, Vice Chair
Barbara J. Guay, Administrative Assistant

DRAFT STANDING ORDER

On _____, 2023, the Professional Conduct Committee voted to issue this Standing Order regarding the filing of pleadings, effective for pleadings filed after _____, 2023.

- 1) No pleadings or requests for substantive relief received by the administrative legal assistant of the PCC within 10 days of a PCC meeting shall be considered at the meeting. If a response to the pleading has been received in advance of the meeting, the PCC, in its sole discretion, may elect to consider the pleading. Consideration of such a pleading shall be an exception to ordinary practice. If the basis for filing the pleading is an event that occurred within 10 days of the PCC meeting, the pleading shall so state in the introduction paragraph.
- 2) All requests for substantive relief shall be in pleading format. All pleadings shall be formatted with one-inch margins, double spacing, 12-point font and single sided printing. No pleading exceeding 25 such pages shall be accepted without advance leave to file such pleading or agreement of the opposing party. Pleadings in violation of this rule shall be automatically returned to the sender. This rule does not apply to the record of a matter's prior proceedings.
- 3) Exhibits shall not be attached to pleadings unless necessary to support the content thereof. Any attached exhibit shall be addressed within the body of the pleading, explaining the relevance and attesting to the authenticity of the exhibit.

- 4) Any pleading alleging a fact not previously in the record must be verified and signed under oath before being considered by the PCC. If the opposing party identifies new facts that are neither in the record nor verified and signed under oath, the party filing the initial pleading shall have 10 days to identify where in the record the fact can be found, to submit an affidavit, or to remove the fact from its pleading, failing which the unverified fact shall be stricken.
- 5) No further pleadings addressing the Committee's order on a motion to reconsider shall be accepted by the PCC.

Effective Date: _____

Dated: XXXX, 2023

Stephanie C. Hausman
Stephanie C. Hausman, Chair