



**RULES OF THE COURT OF APPEAL, SECOND CIRCUIT
SUPPLEMENTING UNIFORM RULES OF LOUISIANA COURTS OF APPEAL**

Rule 2-8. Withdrawal and Return of the Record

1. Appeal records may only be withdrawn from the clerk's office prior to being submitted to docket, except as permitted in subsection (3) herein. Exhibits to appeal records may not be removed from the court, but may only be reviewed in the clerk's office. Appeal records may be withdrawn and shipped, at the party's cost; however, under no circumstance will an appeal record be shipped out of state.
2. The appellate record must be returned with the appellate brief in order for the brief to be considered timely filed. Failure to return the record timely may result in rejection of the filing, imposition of late fees and forfeiture of oral argument, and any other sanctions deemed necessary by the Court. See, Uniform Rules-Courts of Appeal, Rule 2-12.12.
3. The appellate record shall not be withdrawn from the clerk's office after a case has been submitted on docket except for (a) the purpose of preparation of applications for rehearing to this court, or (b) the purpose of preparation of a writ application to the Louisiana Supreme Court. In either case the record shall be returned by the counsel withdrawing same in not more than five (5) days.

Adopted by Administrative Court Conference of May 19, 2022

Promulgated in Compliance with URCA Rule 1-1 May 19, 2022

Amended and Promulgated as Amended May 19, 2022, Effective June 1, 2022

Robin N. Jones

Filed the 20th day of May, 2022

Robin N. Jones, Clerk of Court/Judicial Administrator

Robin N. Jones

Promulgated the 19th day of May, 2022

Robin N. Jones, Clerk of Court/Judicial Administrator