## **NOTICE OF INTENT TO DESTROY**

**(CIVIL CAUSE OF ACTION)**

Pursuant to Local Rule 111 of the Elkhart County Courts (“Rule”), all exhibits admitted into evidence or pertaining to **Case No.** Click or tap here to enter case number.that has been, or will be placed in the custody of the Official Court Reporter as exhibits must be taken away by the parties offering them in evidence, **four (4) months** after the case is decided unless an appeal is taken.

If an appeal is taken, all such exhibits must be retained by the Official Court Reporter for **two (2) years** from termination of the appeal, retrial, or subsequent appeal and termination, whichever is latest. These time periods may be altered by Court order.

Evidence which is not retaken after expiration of the applicable retention period, above, will be disposed of by the Sheriff, or his agent, on the Court’s Order.

Notwithstanding any provision of the Rule or this Notice to the contrary, the Judge of the Elkhart Circuit Court and the Judges of the Elkhart Superior Court shall have the authority to order the destruction of any evidence that is compromised by age, damage, lack of case identifiers, or inadvertent destruction.