

**State of New Hampshire
Superior Court
Administrative Order 2021-08**

CaseLines

1. CaseLines is a digital evidence management system that litigators and self-represented litigants are required to use when submitting evidence for hearings and trials in the Superior Court.
2. The pilot program for CaseLines began in Rockingham County Superior Court on September 13, 2021, and is estimated to begin in Hillsborough-North Superior Court in November, 2021.
3. All cases for the pilot will be selected by the respective Clerk of Court, and the parties will be notified in advance of the hearing date.
4. All parties on the selected cases shall use CaseLines to submit and present evidence.
5. Evidence submitted through CaseLines will include all documentary evidence, videos and audio recordings. Tangible evidence shall be photographed and the photograph shall be submitted through CaseLines. The tangible evidence shall be brought to court and submitted to the Court Monitor.
6. Specifically excluded from the mandatory use of CaseLines are:
 - (a) Impeachment documents, and documents used to refresh recollection.

While not mandatory, parties are encouraged to upload anticipated impeachment documents to a private bundle and may use the electronic system to organize and markup documents for potential use during the hearing or trial. Should the documents be needed to impeach, they may be moved to the hearing bundle during the hearing or trial.

- (b) Child sexual abuse images.
 - (c) Any other evidence deemed by the court to be sensitive.
7. Exhibits shall be moved to the hearings bundle prior to the hearing or trial. The monitor will pre-mark exhibits in the hearings bundle for identification only by applying the Exhibit stamp on the exhibit. Counsel and self-represented litigants shall notify the court monitor in advance of the hearing or trial if an exhibit is to be marked as a full exhibit by agreement.
 8. Self-represented parties in Restraining Order case types shall upload evidence in CaseLines. Self-represented litigants are not expected to have equipment to review evidence in the courtroom. Court staff will display evidence during Restraining Order hearings.
 9. The court may excuse any party from CaseLines if circumstances would render the use of CaseLines such a hardship that the party would be denied access to the court.

A party seeking to be fully excused from CaseLines shall file a request with the court setting forth the reasons therefor. A party who is fully excused from the CaseLines mandate shall submit evidence conventionally and shall share the evidence with parties conventionally.

10. Counsel in CaseLines cases are expected to have the appropriate equipment to use CaseLines in court (e.g., a laptop or tablet). The court

will provide equipment to present CaseLines evidence during hearings
and trials.

Dated: September 23, 2021

A handwritten signature in black ink, reading "Tina L. Nadeau". The signature is written in a cursive style with a horizontal line underneath it.

Tina L. Nadeau
Chief Justice, NH Superior Court