

**CHAPTER 16**  
**IOWA RULES OF ELECTRONIC PROCEDURE**

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**DIVISION IV**  
FILING PROCESS

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**Rule 16.412 Exhibits.**

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**16.412(2)** *Electronic submission of proposed exhibits prior to hearing or trial.*

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*d. Digital admission of exhibits and filing of exhibit maintenance order.* Within 7 days of the conclusion of the hearing or trial, the court, ~~except in juvenile court proceedings,~~ must digitally admit all exhibits admitted into evidence during the hearing or trial and enter an exhibit maintenance order that states which proposed exhibits were offered and which were admitted into evidence. If no party files an objection to the exhibit maintenance order within 10 business days after the order's filing, the clerk of court may delete proposed exhibits that are not listed in the order.

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**16.412(10)** *Mistrial.* In the event of mistrial, the parties, the court, and the clerk of court must comply with all of the following:

*a. Digital admission of exhibits and filing of Exhibit-exhibit maintenance order. Within 7 days of the conclusion of the trial, The-the court, ~~except in juvenile court proceedings,~~ must digitally admit all exhibits admitted into evidence during the trial and enter an exhibit maintenance order that states which proposed exhibits were offered ~~or-and~~ which were admitted into evidence. If no party files an objection to the exhibit maintenance order within 10 business days after the order's filing, the clerk of court may delete proposed exhibits that are not listed in the order.*

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**DIVISION VIII**  
JUVENILE CASES

**Rule 16.801 Juvenile cases generally.**

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**16.801(2)** *Applicability of other chapter 16 rules to juvenile cases.* The rules in divisions I through VI of the Iowa Rules of Electronic Procedure, including rules

on the protection of personal privacy, apply in all juvenile cases except as stated in this division.

a. *Exception to protected information rule 16.602 for the name of a minor child.* The name of a minor child who is the subject of a petition or complaint alleging delinquency will not be disclosed and is considered protected information unless exempted under Iowa Code section 232.147.

b. *Exception for nonregistered self-represented parents, guardians, or legal custodians.* Nonregistered self-represented parents, guardians, or legal custodians of a minor child in a juvenile case are excused from registration and electronic filing.

~~c. *Exception to exhibit maintenance order.* The juvenile court may use but is not required to use the exhibit maintenance order in juvenile proceedings.~~

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**Rule 16.805 Filing of social records and social reports.** A filer electronically filing a social record, as defined by Iowa Code section 232.2(31), or a social report, as defined by Iowa Code section 232.2(54), must choose an accurate document type corresponding to the type of document being filed from the options listed on the electronic cover sheet.

**COMMENT:**

**Rule 16.805.** The EDMS document type should correspond to the type of document being filed. For example, a social report, permanency reports, or predisposition report should be filed as such. If there is no corresponding document type, a filer should select “SOCIAL RECORD OTHER” and enter a description of the filing in the “Additional Text” field.

Example of how to file a social report:

Document Category  ▼

Document Type \*  ▼

**Rules 16.805-806 to 16.900**

Reserved.