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**ADMINISTRATIVE ORDER 2010-03 AMENDED and EFFECTIVE July 29, 2016 TRIAL EXHIBITS AND OTHER PHYSICAL EVIDENCE**

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CRIMINAL AND JUVENILE CASE EXHIBITS

IT IS ORDERED that all physical evidence introduced by the People and consisting of weapons and ammunition, hazardous and bio-hazardous materials, drugs, drug paraphernalia, rape kits, blood, other body fluids and any other dangerous or illegal materials shall be returned to the law enforcement custodian(s) of the police agency investigating the case for storage after the hearing or trial in which the item(s) were introduced in evidence. Other evidentiary items introduced by the People, excluding documentary materials that must remain in the custody of the court, and including any oversized exhibits such as charts and enlarged pictures shall be returned for storage to the custodian(s) of the Law Enforcement agency investigating the case until the conclusion of the direct appellate process or the expiration of the right to direct appeal. In either event, the court with the assistance of the district attorney shall determine the appropriate law enforcement custodian(s) to take custody of the evidence. The appropriate law enforcement custodian shall sign a receipt for those exhibits specifically identified by number or letter and description.

The Court further orders that the appropriate law enforcement custodian and the district attorney will submit to the court, photographs or digital copies of all exhibits to preserve the record and are also to be retained by the district attorney.

The appropriate law enforcement custodian shall be responsible for retaining these exhibits until notified that they may be disposed of by the district attorney.

DISTRICT COURT TRIAL EXHIBITS

IT IS ORDERED that in all Civil, Criminal, Domestic Relations, Juvenile, Mental Health or Probate cases set for court or jury trial all physical and evidentiary evidence to be used at trial shall be marked and submitted in electronic format for the purposes of appeal. At the judge's request for business need, court personnel are permitted to upload to JPOD exhibits submitted in electronic format pursuant to CJD 07-01. Any physical and evidentiary evidence used by the litigants during hearings or trials shall be returned to the submitting party after the hearing or trial in which the item(s) were introduced in evidence. Upon the filing of Notice of Appeal, the court will use the submitted electronic format for submission to the appeals court.

The appropriate custodian shall sign a receipt for those exhibits specifically identified by number or letter and description for court record.

Evidence submitted during a hearing or trial that meets the definition of "sexually exploitative material," C.R.S. § 18-6-403(2)(j), shall not be electronically uploaded into the file by any party, attorney for a party, or court personnel.

So ordered this 29<sup>th</sup> day of July, 2016.

BY THE COURT:

  
J. Steven Patrick  
Chief Judge