

# Supreme Court of Kentucky

2015-11

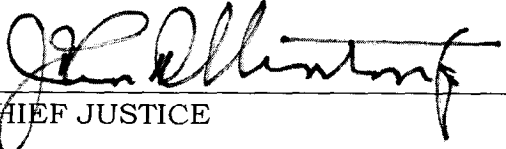
**IN RE:      Kentucky Circuit Court Clerks' Manual**

The Circuit Court Clerks' Manual is hereby adopted as an internal policy and administration manual consistent with Kentucky Rule of Civil Procedure 1(2) and Kentucky Rule of Criminal Procedure 1.02(2). The manual is published for the purpose of establishing procedures for the daily operations in the offices of Kentucky Circuit Court Clerks in order to provide consistency of practice and to promote uniformity in the recordkeeping and clerical functions in the Kentucky Court of Justice.

The Clerks' Manual shall be provided online by the Administrative Office of the Courts (AOC) on the Kentucky Court of Justice website, [www.courts.ky.gov](http://www.courts.ky.gov). The Manual is subject to revision at any time as a result of changes necessary pursuant to statute, court rule, and case law as well as legal interpretations made by the AOC Office of Legal Services.

This Order shall be effective on June 1, 2015.

Entered this 6th day of May, 2015.

  
CHIEF JUSTICE