

**State of New Hampshire  
Superior Court  
Administrative Order 2021-08  
(FOURTH AMENDMENT)**

*CaseLines (soon to be renamed as Case Center)*

1. CaseLines is a digital evidence management system that litigators and self-represented litigants are required to use when submitting exhibits for hearings and bench trials in the Superior Court. Jury trials will be mandatory after the entire state has rolled out the project.
2. The pilot program for CaseLines began in Rockingham County Superior Court on September 13, 2021; Hillsborough-North Superior Court in November 2021; and Hillsborough-South Superior Court in February 2022. The pilot program is now complete.
3. All cases in Rockingham, Hillsborough-North, Hillsborough-South, Strafford, Carroll, Merrimack, Belknap, Cheshire and Sullivan County Superior Courts shall use CaseLines to submit and present evidence during hearings and bench trials.
4. Future implementations will be as follows:
  - \* Coos and Grafton County Superior Court estimated in late Summer 2023.
5. Evidence submitted through CaseLines will include all documentary evidence, videos and audio recordings. Tangible evidence shall either be photographed or a placeholder page shall be submitted through

CaseLines. The tangible evidence shall be brought to court and submitted to the Court Monitor.

6. An attachment to a pleading is any document filed in support of, or in conjunction with, any pleading or proof of claim filed with the court. Attachments to a pleading will not be considered exhibits in a hearing or trial. All exhibits must be submitted using CaseLines.
7. Specifically excluded from the mandatory use of CaseLines are:
  - (a) All Planning Board Appeals and Zoning Board Appeals cases and any large plot maps.
  - (b) Impeachment documents, and documents used to refresh recollection.

While not mandatory, parties are encouraged to upload such documents to a private bundle and may use the electronic system to organize and markup documents for potential use during the hearing or trial.
  - (c) Child sexual abuse images.
  - (d) Any other evidence deemed by the court to be sensitive.
8. Exhibits shall be moved to the hearings bundle prior to the hearing or trial. The Courtroom 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 Courtroom Monitor in advance of the hearing or trial if an exhibit is to be marked as a full exhibit by agreement.
9. 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, but are welcome to bring their laptop or electronic device to utilize during a hearing.

10. 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. If a party is excused from electronic filing they are also excused from CaseLines without filing a separate motion.

11. Counsel in CaseLines cases are expected to have the appropriate equipment to use CaseLines in court to both present and view a presentation of exhibits (e.g., a laptop or tablet). The court will provide a touch screen monitor for the witness to view exhibits. Additional screens and/or devices will be added for use, as the project needs determine.

Dated: July 13, 2023



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Tina L. Nadeau  
Chief Justice, NH Superior Court