

**SUPERIOR COURT OF THE VIRGIN ISLANDS
DIVISION OF ST. CROIX**

**IN RE: COMPLEX LITIGATION CASES PENDING) CASE NO. SX-19-MC-035
IN THE SUPERIOR COURT OF THE VIRGIN) COMPLEX LITIGATION DIVISION
ISLANDS.)
_____)**

STANDING ORDER NO. # 3

THIS ORDER concerns all cases transferred to the Complex Litigation Division that were commenced on or before March 31, 2017, the date the Virgin Islands Rules of Civil Procedure took effect. Virgin Islands Rule of Civil Procedure 3-1(c) requires all parties including “defendants, intervenors, and other part[ies], or the attorney therefor . . . to file a completed Case Information and Litigant Data Form with the clerk of the court at the time of first filing of a notice of appearance, answer, or other initial pleading or motion.” V.I. R. Civ. P. 3-1(c)(2). “If the contact information contained on the Case Information and Litigant Data Form changes for any party or attorney,” V.I. R. Civ. P. 3-1(c)(3), the party or attorney must update their information.

The purpose of Virgin Islands Rule of Civil Procedure 3-1(c) is to ensure that the Clerk’s Office has current and accurate information for the parties and attorneys in pending cases. Virgin Islands Rule of Civil Procedure 1-1(c)(2) makes the Virgin Islands Rules of Civil Procedure applicable to all cases pending on March 31, 2017, unless “the Superior Court makes an express finding that applying them in a particular previously-pending action would be infeasible or would work an injustice.” V.I. R. Civ. P. 1-1(c)(2)(B). Requiring attorneys and self-represented parties to provide contact information does not implicate any rights and not having complete and accurate information for all parties in older cases has caused confusion and delayed and precluded service of court orders in some instance. In the past, only plaintiffs had to complete and file a Case Information and Litigant Data Form. Other parties, including but not limited to defendants, intervenors, and third- and fourth-parties (both plaintiffs and defendants) were not required to file the same form or provide similar information. Consequently, this information is

lacking for many of the older cases pending in the Complex Litigation Division, even in some instances, for plaintiffs. Additionally, in at least a few instances, counsel who appeared on behalf of a party later withdrew, resigned, retired, or passed away, leaving the Clerk's Office unable to effect service on the party. Accordingly, after careful consideration and review, it is hereby

ORDERED that Virgin Islands Rule of Civil Procedure 3-1(c) is made applicable retroactively to all cases pending in the Complex Litigation Division. It is further

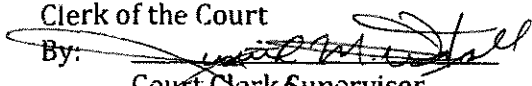
ORDERED that the attorney for each defendant, intervenor, third-party plaintiff, and third-party defendant (hereinafter "party") in a Complex Litigation Division case shall submit to the Clerk's Office, **on or before Monday, April 1, 2019**, one Case Information and Litigant Data ("CILD") Form or revised CILD form (if information listed on previously-filed forms has changed), to providing the required information for each party that attorney represents, including any parties subject to a bankruptcy stay. All CILD forms shall be submitted by electronic mail in portable document format to Mrs. Cheryl Parris, Court Clerk III, at Cheryl.Parris@vicourts.org, who shall print each submission and add them to this case. It is further

ORDERED that each party should only file one CILD form. For example, if Party A is a defendant in three hundred cases and a plaintiff in two cases, Party A must only file one CILD form.

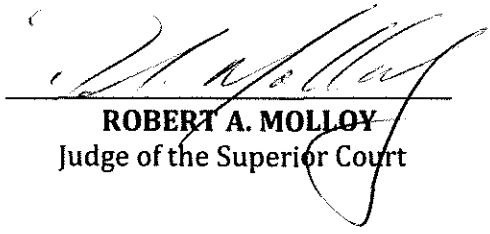
DONE AND SO ORDERED.

Date: March 5, 2019

ATTEST:
ESTRELLA H. GEORGE
Clerk of the Court

By: 
Court Clerk Supervisor

Dated: 3/5/19


ROBERT A. MOLLOY
Judge of the Superior Court