

**IN THE SUPREME COURT OF THE STATE OF ALASKA**  
**ORDER NO. 1720**

Amending Appellate Rule  
513.5(e) concerning Contact  
Information on All Filings; and

Amending Appellate Rule 514(g)  
concerning Informing Court of  
Change of Address.

**IT IS ORDERED:**

1. Appellate Rule 513.5(e) is amended to read as follows:

**Rule 513.5. Form of Papers.**

\* \* \* \*

(e) **Information to Be Placed on First Page.** The first page of each paper or document must be prepared in conformity with Civil Rule 76(e), except that the name and address of the law firm or organization with whom an attorney is affiliated and the attorney's bar number must also be shown. Alternatively, the bar number must be shown on the signature page. If a party is not represented by counsel, the name, mailing address, and contact telephone number of the party must be shown on the first page of each paper or document filed by that party, unless otherwise ordered by the court. In criminal cases, the first page must also include a certificate indicating whether the paper or document contains information that is confidential under AS 12.61.100 through 12.61.150. The administrative director shall specify the form and content of the certificate.

2. Appellate Rule 514 is amended to add new subsection (g) to read as follows:

**Rule 514. Service--Appearance of Counsel--Signing of Documents.**

\* \* \* \*

**(g) Changes in Mailing Address and Telephone Number.**

While a case is pending, all attorneys of record and all parties unrepresented by counsel must immediately inform the court and all other attorneys of record and parties unrepresented by counsel, in writing, of any changes in their mailing addresses and contact telephone numbers, except as provided in Civil Rule 65.1.

DATED: August 27, 2009

EFFECTIVE DATE: April 15, 2010

---

Chief Justice Carpeneti

---

Justice Eastaugh

---

Justice Fabe

---

Justice Winfree

---

Justice Christen