



ARKANSAS JUDICIARY

Published on *Arkansas Judiciary* (<https://courts.arkansas.gov>)

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## Rule 1-4. Clerk'S Office Business Hours.

The Clerk will record the exact time and date of filing or tender upon any document filed or tendered for filing in the Clerk's Office. Filings shall occur only between business hours of 8:00 a.m. and 5:00 p.m. on business days.

If the Clerk discovers documents left in or about the Clerk's Office after business hours with a written request for filing or tender, and the documents are in order for filing or tender, they may be marked as filed or tendered as of the beginning of the following business day. Neither the Clerk nor any member of the Clerk's Office staff shall be responsible to see to it that documents are filed or tendered unless they are presented during business hours by a person delivering them to the Clerk's Office.

### **Associated Court Rules:**

Rules of the Supreme Court and Court of Appeals of the State of Arkansas

### **Group Title:**

Article I. General Rules and Proceedings

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**Source URL:** <https://courts.arkansas.gov/rules-and-administrative-orders/court-rules/rule-1-4-clerks-office-business-hours>