

STATE OF NORTH CAROLINA  
COUNTY OF ROWAN      FILED

27 JUDICIAL DISTRICT      DATE: January 15, 2026

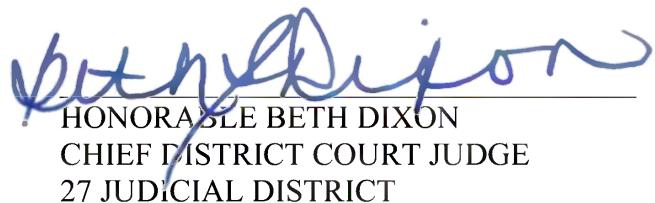
TIME: 2:33:12 PM      File Number: 26R000036-790  
ROWAN COUNTY      (replaces order filed 5-7-24)  
CLERK OF SUPERIOR COURT  
BY: T. Baker  
ADMINISTRATIVE ORDER

Effective immediately, as defined by NCGS§8C-1-803(6), business records under subpoena for trial shall be delivered to the following address: Rowan Family Court Office, 232 N. Main Street, Suite 256, Salisbury, North Carolina, 28144. If the medical facility or DSS requires a court order to be signed, they must send an order with the records for signature.

The judicial staff will hold all such records pending trial. Records will be available by appointment only through the Court Manager/Court Coordinator and ONLY after their court ordered release. While reviewing records, attorneys will only be able to take notes; no copies or pictures are to be made of the records. If the records are introduced as evidence at trial, they will be made part of the court file. If not admitted, they will be destroyed in a proper manner.

This Order in no way prohibits attorneys from utilizing any of the discovery methods contained in the Rules of Civil Procedure to procure business records. Further, if business records are to be proffered as evidence at trial, they must be proffered in a non-electronic form readable by the court.

This the 1/15/2026.

  
HONORABLE BETH DIXON  
CHIEF DISTRICT COURT JUDGE  
27 JUDICIAL DISTRICT

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