

SUPERIOR COURT OF THE DISTRICT OF COLUMBIA

RULE PROMULGATION ORDER 24-01

(Amending Super. Ct. L&T R. 3)

WHEREAS, pursuant to D.C. Code § 11-946 (2012 Repl.), the Board of Judges of the Superior Court has approved an amendment to Rule 3 of the Superior Court Rules of Procedure for the Landlord and Tenant Branch; and

WHEREAS, the amendment to this rule does not modify the Federal Rules of Civil or Criminal Procedure; it is

ORDERED, that Rule 3 of the Superior Court Rules of Procedure for the Landlord and Tenant Branch is hereby amended as set forth below; and it is further

ORDERED, that the amendment shall take effect immediately and shall govern all proceedings hereafter commenced and, insofar as is just and practicable, all pending proceedings.

Rule 3. Commencement of Action

(a) IN GENERAL.

(1) *Complaint for Possession of Real Property.* A landlord and tenant action is commenced by filing with the clerk a verified Complaint for Possession of Real Property completed on one of the following landlord and tenant forms:

(A) Form 1A (Nonpayment of Rent—Residential Property);

(B) Form 1B (Violation of Obligations of Tenancy or Other Grounds for Eviction—Residential Property);

(C) Form 1C (Nonpayment of Rent and Other Grounds for Eviction—Residential Property); or

(D) Form 1D (Commercial Property).

(2) *Summons.* Together with the complaint, the plaintiff must deliver to the clerk a prepared Form 1S (Summons to Appear in Court and Notice of Hearing), accompanied by information for litigants, as required by administrative orders of the Chief Judge.

(3) *Defendant's Telephone Number and Email Address.* The plaintiff must include in the complaint and the summons the defendant's telephone number and email address, if known to the plaintiff.

(4) *Copies.* The plaintiff must provide the clerk with the original complaint and summons and with a copy of the complaint and summons for each defendant named in the complaint.

COMMENT TO 2024 AMENDMENTS

New subsection (a)(3) has been added to require the complaint and the summons to include the defendant's telephone number and email address, if known to the plaintiff. (The plaintiff is already required by Civil Rule 10-l(b)(1) to provide its own telephone number and email address in the complaint.) It is not intended that the plaintiff's failure to provide the information required by this subsection will lead to the dismissal of the case absent extraordinary circumstances. Former subsection (a)(3) has been redesignated (a)(4).

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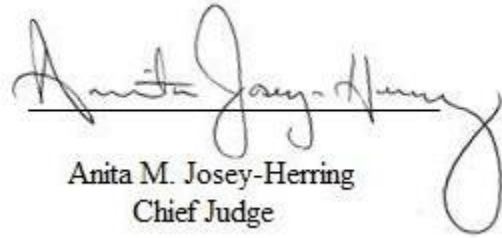
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* * *

SO ORDERED.



Anita M. Josey-Herring
Chief Judge

Date: February 20, 2024

Copies to:

Judicial Officers
Executive Officer
Clerk of the Court
Office of General Counsel
Division Directors
District of Columbia Bar
Daily Washington Law Reporter
Library