

CIVIL EFILE

LOS ANGELES SUPERIOR COURT
OCTOBER 23, 2018



WELCOME



HON. DEBRE K. WEINTRAUB
SUPERVISING JUDGE
CIVIL DIVISION

WELCOME



HON. KEVIN C. BRAZILE
PRESIDING JUDGE ELECT
LOS ANGELES SUPERIOR COURT

IMPROVING ACCESS



HON. DANIEL J. BUCKLEY
PRESIDING JUDGE
LOS ANGELES SUPERIOR COURT

GENERAL ORDER



- GENERAL ORDER RE MANDATORY ELECTRONIC FILING FOR CIVIL
- MANDATORY EFILING FOR ATTORNEYS (CRC 2.253(b))
- OPTIONAL FOR SELF-REPRESENTED LITIGANTS (CRC 2.253 (b)(2)-(3))

EX PARTE CHANGES



- NOTICE & FILING OF APPLICATION THE COURT DAY BEFORE BY 10:00AM
- SERVICE OF EX PARTE (CRC 3.1206) "AT THE FIRST REASONABLE OPPORTUNITY"
- APPEARANCE REQUIRED WITH PROPOSED ORDER BY APPLICANT ON THE DAY OF THE EX PARTE

EX PARTE CHANGES



- OPPOSITION EFILED BY 4:00PM; NO COURTESY COPY
- OPPOSITION EFILED AFTER 4:00PM; REQUIRES COURTESY COPY
- COURTESY COPY SHALL INCLUDE PROOF OF ELECTRONIC SUBMISSION
- OPPOSITION MAY BE FILED UP TO 8:30 AM; ATTORNEYS SHALL EFILE OPPOSITION

CIVIL EFILE



SHERRI R. CARTER
EXECUTIVE OFFICER/CLERK OF COURT
LOS ANGELES SUPERIOR COURT

AUTHORIZING STATUTES



- FILED & RECEIVED RIBBONS (CRC 2.259(e))
- FILING HOURS (CRC 2.253(b)(7))
- ELECTRONIC SIGNATURES (CRC 2.257, CCP 1010.6)
- ELECTRONIC CERTIFICATION (GC 68150(g))
- YOUR PDF IS THE ORIGINAL DOCUMENT / COURT RECORD

Received: 2/5/2017 5:48:16 PM

Electronically FILED by Superior Court of California, County of Los Angeles on 10/09/2018 07:57 AM Sherri R. Carter, Executive Officer/Clerk of Court, by E. Clerk2, Deputy Clerk

18STLC02471

IMPLEMENTATION SCHEDULE



	VOLUNTARY	MANDATORY
LIMITED CIVIL	NOVEMBER 13, 2018	DECEMBER 3, 2018
UNLIMITED CIVIL	DECEMBER 3, 2018	JANUARY 2, 2019
COMPLEX CIVIL	N/A	JANUARY 2, 2019

CIVIL EFILE

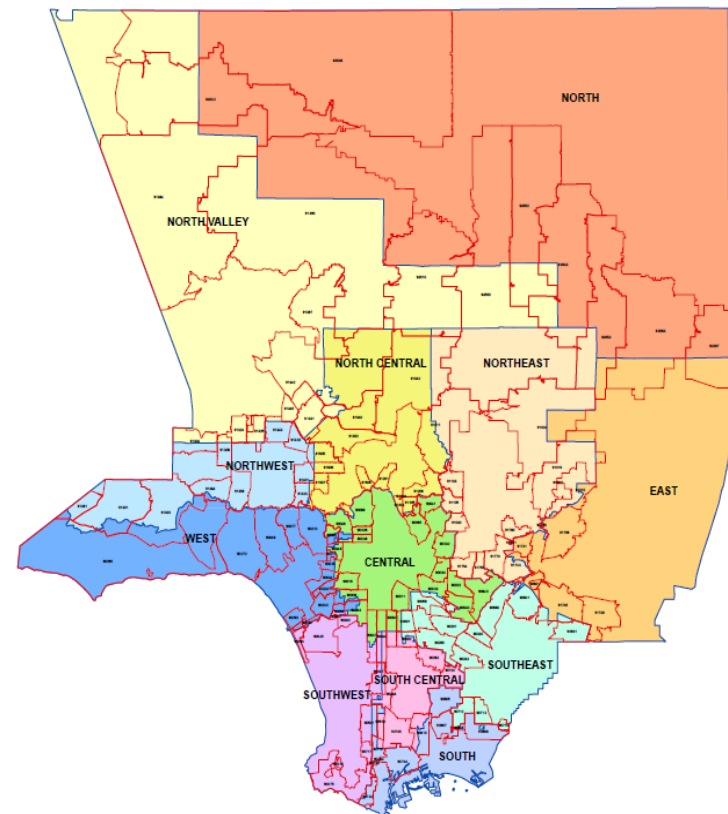


SNORRI OGATA
CHIEF INFORMATION OFFICER
LOS ANGELES SUPERIOR COURT

EFILE IN LOS ANGELES COUNTY



- Stanley Mosk
- Spring Street
- Antonovich
- Chatsworth
- Van Nuys East
- Burbank
- Glendale
- Santa Monica
- Torrance
- Inglewood
- Deukmejian
- Compton
- Norwalk
- Pomona

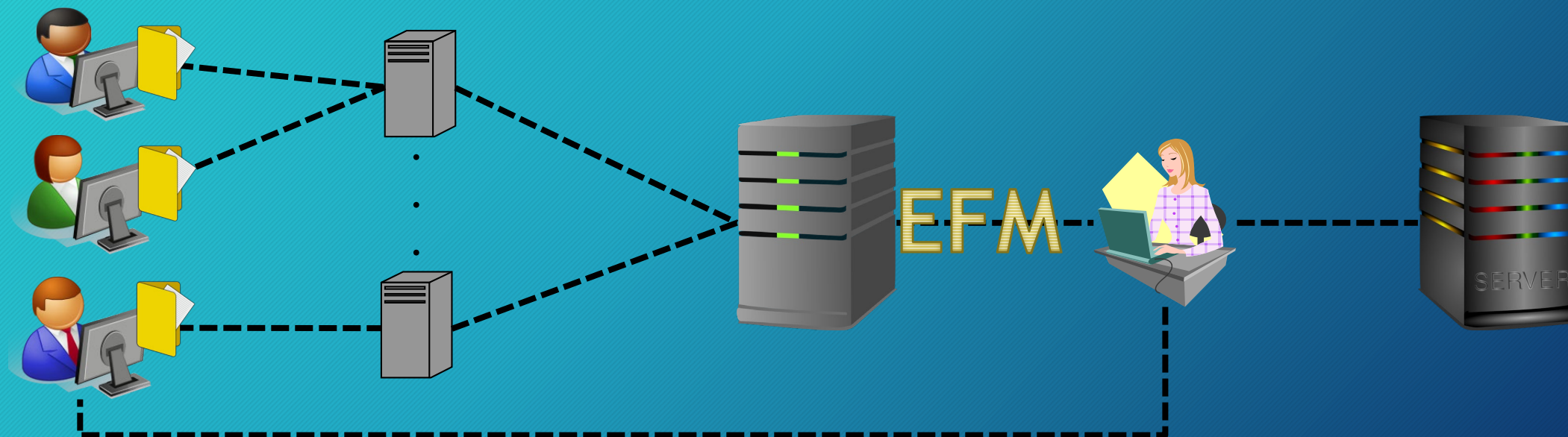
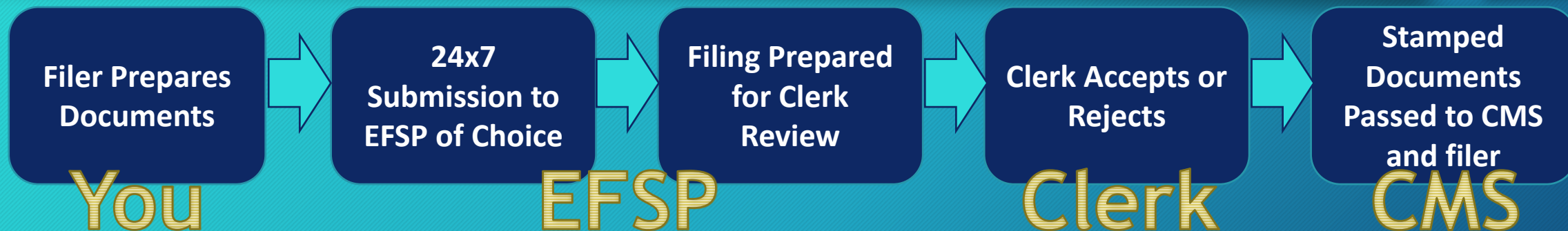


WHY EFSPs?



- An efilng Service Provider (EFSP) is an intermediary that sits between the filer and the Court and provides value added services, training and support for efilng
- In order to mandate efilng for “civil” case types, CRC 2.253(b) requires:
 - *A court may require parties by local rule to electronically file documents in civil actions directly with the court, or*
 - *directly with the court and through one or more approved electronic filing service providers, or*
 - *through more than one approved electronic filing service provider*

EFILING OVERVIEW



PICKING AN EFSP



- A LIST OF VENDORS ON CIVIL WEB PAGE
- EFILE INFORMATION AVAILABLE ON LASC'S WEBSITE:
WWW.LACOURT.ORG
- EFSP INFORMATION TABLES AVAILABLE ON SITE IMMEDIATELY FOLLOWING MEETING
- REGISTRATION REQUIREMENTS
- THEY HELP YOU THROUGH THE PROCESS



LASC WEBSITE



Civil eFiling



- Click the eFiling logo at www.LACourt.org
- On the Home Page or
- Under Civil Division
- Here you will find
 - Links to EFSPs
 - News about eFiling

The screenshot displays the homepage of the Superior Court of California, County of Los Angeles (LASC). The navigation bar includes links for Home, Online Services, Forms, Filings & Files, Self-Help, Divisions, Jury, and General Info. The 'Divisions' link is circled in red. Below the navigation bar, the 'Civil' section is highlighted, and the 'Civil eFiling' link is circled in red. A red arrow points from the 'Civil eFiling' link to a pop-up window. The pop-up window contains the text: 'eFiling is now available at LASC. eFiling enables attorneys to automatically file documents with LASC in real-time from anywhere - 24/7. eFiling reduces the cost and manpower needed to print, copy, store, deliver, and file documents, resulting in increased efficiencies and productivity, and allowing attorneys more time to focus on other critical tasks.' Below this text, there are links for Probate eFiling, Small Claims eFiling, Limited Civil eFiling, and Family Law eFiling (Coming Soon). The 'Limited Civil eFiling' link is highlighted in yellow. The pop-up window also includes a 'View Electronic Filing Service Providers' button and a 'Limited Civil eFiling FAQ' button. The background of the pop-up window shows a close-up of a hand typing on a keyboard.

OTHER TECH THINGS



- PDF: The official format for electronic court filings

YOUR PDF MUST BE TEXT SEARCHABLE

- DOCX (Word): The official format for Proposed Orders

YOU WILL SUBMIT BOTH A PDF AND DOCX VERSION

- Bookmarks: Exhibits attached to documents must be bookmarked

INFORMATION AVAILABLE ON WORLD WIDE WEB (GOOGLE)

- Hyperlinks: Use of hyperlinks is strongly encouraged.

CONNECT TEXT TO A DIFFERENT SECTION OF TEXT IN A DOCUMENT

A FEW MORE TECH THINGS



- Transaction/Envelope: An electronic submission to the Court
ONE OR MORE DOCUMENTS ON A SINGLE CASE
- Confirmation of Receipt is Instantaneous
THE SUBMISSION TO THE EFM IS IMMEDIATE
- Filed Document(s) returned upon Court acceptance
COURT PROCESSING TIME VARIES (2 HOURS – 2 DAYS OR MORE)
- Contact your EFSP for Troubleshooting
IF YOU HAVE A PROBLEM, REACH OUT TO YOUR EFSP

CIVIL EFILE



DENI BUTLER
CHIEF DEPUTY OF OPERATIONS
LOS ANGELES SUPERIOR COURT

EXEMPT DOCUMENTS



- PEREMPTORY CHALLENGES OR CHALLENGES FOR CAUSE OF A JUDICIAL OFFICER
- TRIAL AND HEARING EXHIBITS
- BONDS/UNDERTAKING DOCUMENTS
- LODGED DOCUMENTS (NOTICE OF LODGING SHALL BE EFILED)
- DOCUMENTS FOR OTHER CASE TYPES THAT ARE RELATED TO CIVIL CASES

INITIAL FILINGS



- COMPLAINTS, PETITIONS AND OTHER CIVIL INITIATING DOCUMENTS
 - THE CASE NUMBER AND FILING RIBBON STAMP WILL APPEAR ON THE FRONT PAGE OF ALL CIVIL INITIAL FILINGS
 - THE ASSIGNED JUDICIAL OFFICER AND COURTROOM WILL APPEAR ON THE FRONT PAGE OF ALL CIVIL INITIAL FILINGS
 - A NOTICE OF CASE ASSIGNMENT WILL BE TRANSMITTED BACK WITH ALL UNLIMITED CIVIL INITIAL FILINGS

PROPOSED ORDERS



- WILL BE ACCEPTED AS "RECEIVED" ONLY AND TRANSMITTED BACK TO THE FILER WITH RECEIVED STAMP RIBBON
- FILED AND SIGNED VERSION WILL BE TRANSMITTED BACK TO THE FILER VIA EFSP UPON REVIEW AND ORDER BY JUDICIAL OFFICER
- SUBMITTING PARTY WILL SERVE ALL OTHER PARTIES

REJECTION REASONS



Typical reasons that your filing would be rejected:

- Incorrect court location selected
- Incorrect case category and/or case type selected
- Incorrect payment account option selected (i.e., fee waiver)
- Party's name entered in the Party Name field does not match document
- Incorrect party type selected
- Party's address does not match the address on the initial petition
- Incorrect document type is selected
- Illegible document submitted
- Multiple filing documents are submitted as a single filing code

COURTESY COPIES



- EFILE PRIOR TO SUBMITTING COURTESY COPY TO COURT
- COURTESY COPY REQUIRED IF DOCUMENT IS EFILED WITHIN 2 COURT DAYS OF SCHEDULED HEARING
- COURTESY COPY SHALL INCLUDE PROOF OF ELECTRONIC SUBMISSION

COURTESY COPIES REQUIRED



- Any printed document required pursuant to a Standing or General Order;
- Pleadings and motions (including attachments such as declarations and exhibits) of 26 pages or more;
- Pleadings and motions that include points and authorities;
- Demurrers;
- Anti-SLAPP filings, pursuant to Code Civ. Proc., § 425.16;
- Motions for Summary Judgment/Adjudication; and
- Motions to Compel Further Discovery.

MORE ABOUT COURTESY COPIES



Nothing in the General Order precludes a Judicial Officer from requesting a courtesy copy of additional documents. Courtroom specific courtesy copy guidelines can be found at www.lacourt.org on the Civil webpage under "Courtroom Information."

FREQUENTLY ASKED QUESTIONS



FAQs LOCATED ON WEBSITE:
WWW.LACOURT.ORG

EFSP INFORMATION



Vendors are on site!

QUESTIONS

