

**Sample Email Message**

FROM: \_\_\_\_\_  
TO: \_\_\_\_\_@lasuperiorcourt.org

SUBJECT: Hearing Date: December 14, 2012

MESSAGE: DATE: December 10, 2012

FROM:  
HEARING DATE: December 14, 2012  
DEPARTMENT:  
CASE NUMBER:  
CASE NAME: Estate of

Matter to Clear A: Notice of Hearing was filed 12/6/12

Matter to Clear B: Attorney's declaration for fees was separately filed on 12/7/12

Matter to Clear C: Supplement was filed on 12/7/12 setting forth the correct statutory fee calculation

Matter to Clear D: Can the FTB Income Tax Certificate be filed with the Order?