

LOS ANGELES SUPERIOR COURT DEPARTMENT NC-B

JUDGE JOHN J. KRALIK

COURTROOM INFORMATION

WWW.LACOURT.ORG

Court Address: 300 East Olive Avenue, Burbank, CA 91502

Telephone Number: 818-260-8422

Courtroom Hours: 8:30 a.m. to 12:00 p.m. and 1:30 p.m. to 4:30 p.m. Trial proceedings generally conclude at 4:00 p.m.

CHECK IN: Please check in with the Courtroom Assistant before hearing. Be prepared to provide two business cards to the Courtroom Assistant. Write on the business card the number of the matter on calendar for that day and the party you represent.

FILINGS: All orders, judgments and stipulations must include self-addressed, stamped envelopes and copies to conform.

MOTIONS: All motion hearing dates must be reserved in advance using the Court Reservation System (CRS) except with leave of Court. Follow the link- Online Services-Court Reservation System (CRS) on the Court's website. Motions are heard on Fridays at 8:30 a.m. The Court may issue a tentative ruling the day before, sometimes earlier. To view tentative rulings please visit the court's website, www.lacourt.org.

EX PARTE APPLICATIONS: Ex Parte Applications are heard **MONDAY through THURSDAY** at 8:30 a.m. A motion date must be reserved on CRS prior to bringing an Ex Parte Application to Shorten Time. The Court will hear ex parte applications on Friday morning only in extreme cases that cannot wait until the following Monday.

COURT CALL: No telephonic appearances are allowed for Self-Represented Litigants, or for Ex Parte Applications, Final Status Conferences, Orders to Show Cause re: Sanctions, Trials, and Motions for Summary Judgment. Counsel opposing an ex parte application may appear by court call.

CONTINUANCES: Trial continuances must be heard on a noticed motion or Ex Parte Application basis unless otherwise ordered by the Court.

TRIAL AND FINAL STATUS CONFERENCE DATES: Trials are typically set on Mondays at 9:30 a.m. Final Status Conferences are typically set on the Thursday ten days before the trial at 8:30 a.m. Unless otherwise stated, trials are conducted Monday through Thursday.

COURT REPORTERS: The court does not provide court reporters. Any party desiring the presence of a court reporter must secure the service of a private court reporter.

COURTESY COPIES: Please deliver courtesy copies of all documents directly in Department B. In compliance with the Court's policy regarding electronic filing, courtesy copies of all pleadings and motions should be delivered to Department B even though the documents have been electronically filed.

LOCAL RULES: The Court does not have special rules for final status conferences or for trial conduct. Nevertheless, the Court expects compliance with the local rules of the Los Angeles Superior Court.