

# **NOTICE TO ATTORNEYS**

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# MANDATORY ELECTRONIC FILING FOR ALL SEARCH WARRANT APPLICATIONS AND SEARCH WARRANT RETURNS BECOMES **EFFECTIVE MAY 1**

Superior Court of Los Angeles County Will Implement Mandatory Electronic Filing of Search Warrant Applications and Search Warrant Returns Through Its Electronic Search Warrant Portal Following Successful Pilot Program

Effective Thursday, May 1, 2025, the Superior Court of Los Angeles County will require all search warrant applications and returns to be electronically filed (efiled) through the Court's electronic search warrant (eSW) portal, as outlined in General Order 2025 GEN-018-00. Beginning on that date, courthouses will no longer accept in-person submissions of search warrant applications or returns.

#### Why eFiling?

Efiling ensures faster, more efficient processing of search warrants by allowing magistrates to review applications and returns remotely, eliminating the need for Law Enforcement Agencies (LEAs) to appear inperson. After submission and judicial review, LEAs may log in to the eSW portal to:

- Check on the status of a search warrant application
- Access signed search warrants
- View unsealed warrants (including those connected to filed cases), also available by visiting the Clerk's Office

#### **How to Submit Search Warrant Applications and Returns:**

As of May 1, 2025, all search warrant applications and returns must be submitted electronically through the eSW portal at <a href="mailto:esw.lacourt.org/eSearchWarrant/signin">esw.lacourt.org/eSearchWarrant/signin</a>.

- Peace officers must file all supporting documents, including affidavits, through the portal.
- LEAs with access to the Court's Justice Partner Portal (JPP) may use the same login credentials.
- For assistance with access to the eSW portal, email inquiries to eSearchWarrant@lacourt.org.
- If any part of the application for a search warrant or return is confidential, the peace officer must request to seal the document at the time of submission.

## **System Downtime and Exceptions:**

In the event of an unexpected technical failure that prevents online submission, peace officers may seek an inperson review by a magistrate. The Court will notify LEAs in advance of any scheduled maintenance outages.

## **Magistrate Review Process:**

Magistrates are available 24 hours a day, 7 days a week to review search warrant applications within the eSW portal.

- **Exigent search warrants** are prioritized and reviewed promptly by a magistrate, and officers must clearly state the exigent circumstances when submitting.
- Peace officers can track the application's status and download the signed search warrant through the eSW portal.
- If an application for a search warrant is rejected, peace officers may contact the **District Attorney**Command Center for assistance.

# **Background: eSW Pilot Program**

This transition follows a successful pilot program launched in September 2024, during which the Court provided outreach, training, video tutorials, and support to participating LEAs as part of a phased approach.

For information, visit the Court's website, <u>www.LACourt.org</u>, and follow the Court on X (<u>@LASuperiorCourt</u>) and Threads (<u>@LASuperiorCourt</u>).