

E-Filing | Los Angeles

Finally...



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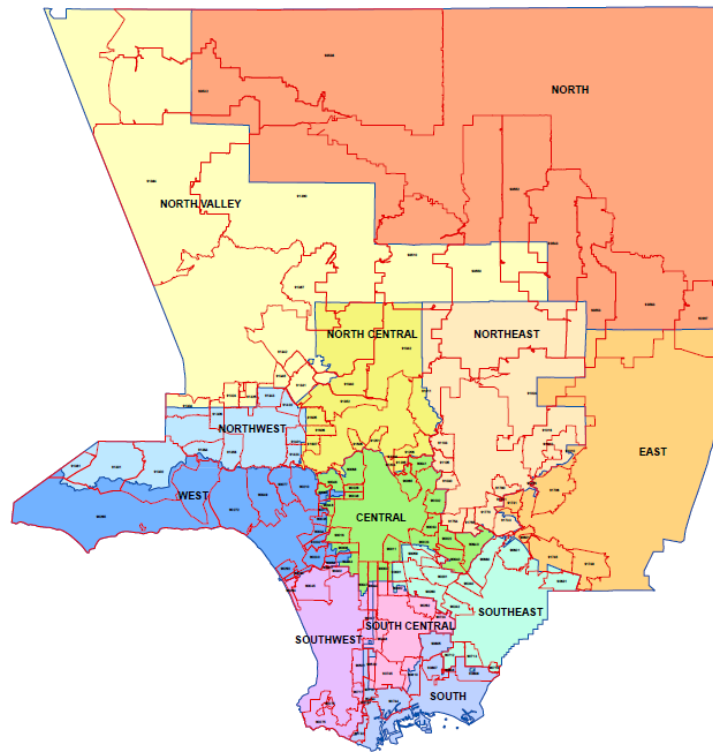
Implementation Schedule

	Voluntary	Mandatory
Probate	✓ May 2016	✓ June 2016
Civil Limited	✓ November 13, 2018	December 3, 2018
Civil Unlimited	December 3, 2018	January 2, 2019
Civil Complex	N/A	January 2, 2019
Family Law	2019 (TBD)	

E-Filing in Los Angeles County



- ✓ Limited Civil
- Unlimited Civil
- Complex Civil

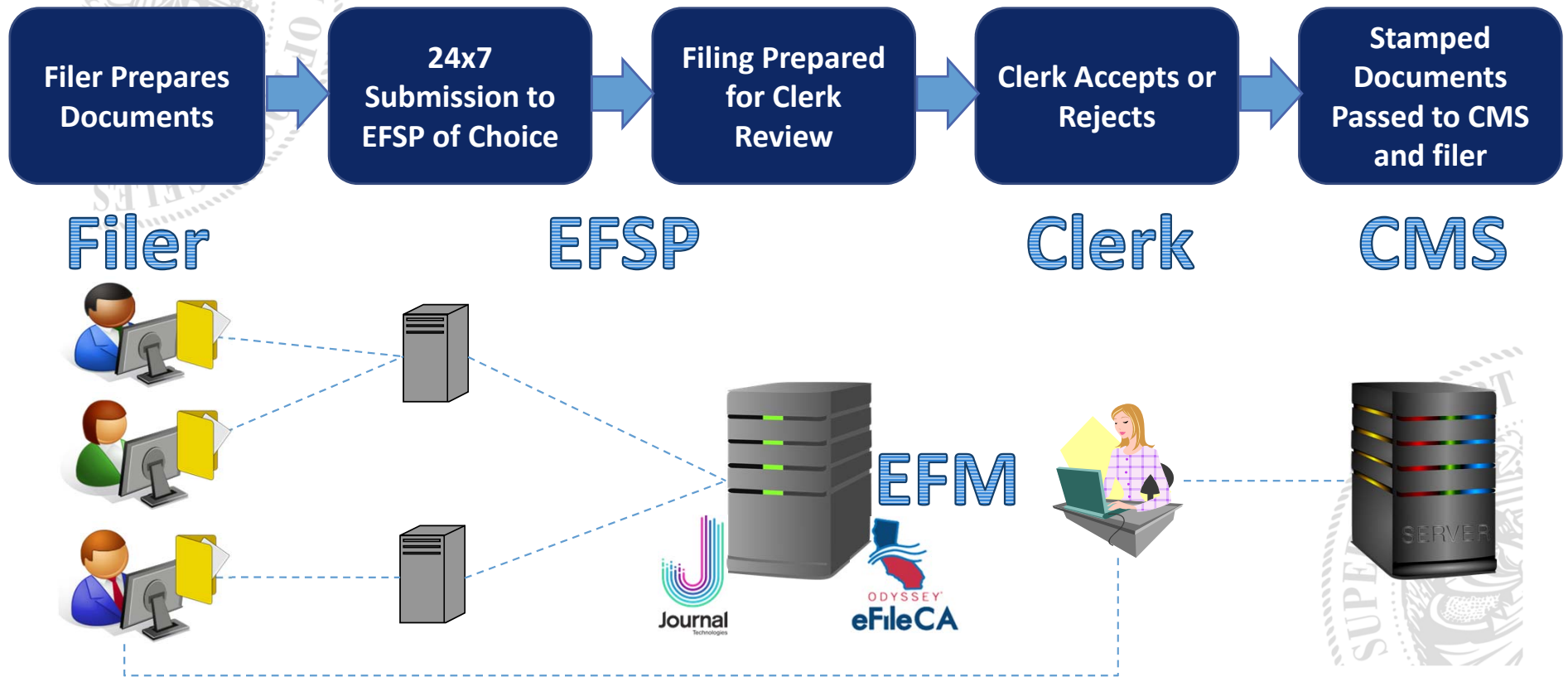


- ✓ Probate
- Family Law

Why EFSPs?

- An e-filing Service Provider (EFSP) is an intermediary that sits between the filer and the Court and provides value added services, training and support for e-filing
- In order to mandate e-filing 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

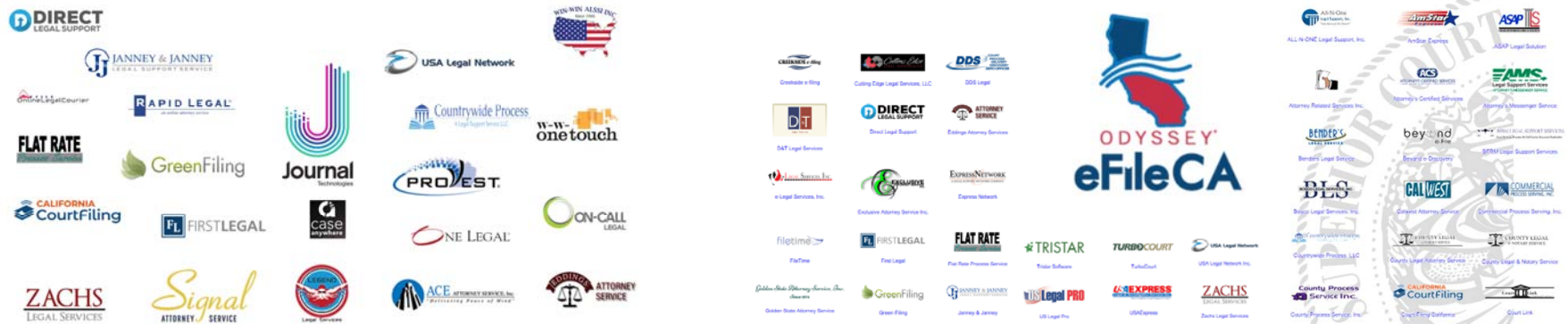
E-Filing Overview



Choosing an EFSP



- EFSP vendors can be found on www.LACourt.org
- Registration Requirements
- Differentiating Offers:
Cost | Fee Advance | eService | Integration | Process Serving | ...
- Other E-File (FAQs, Document Type lists) @ www.LACourt.Org



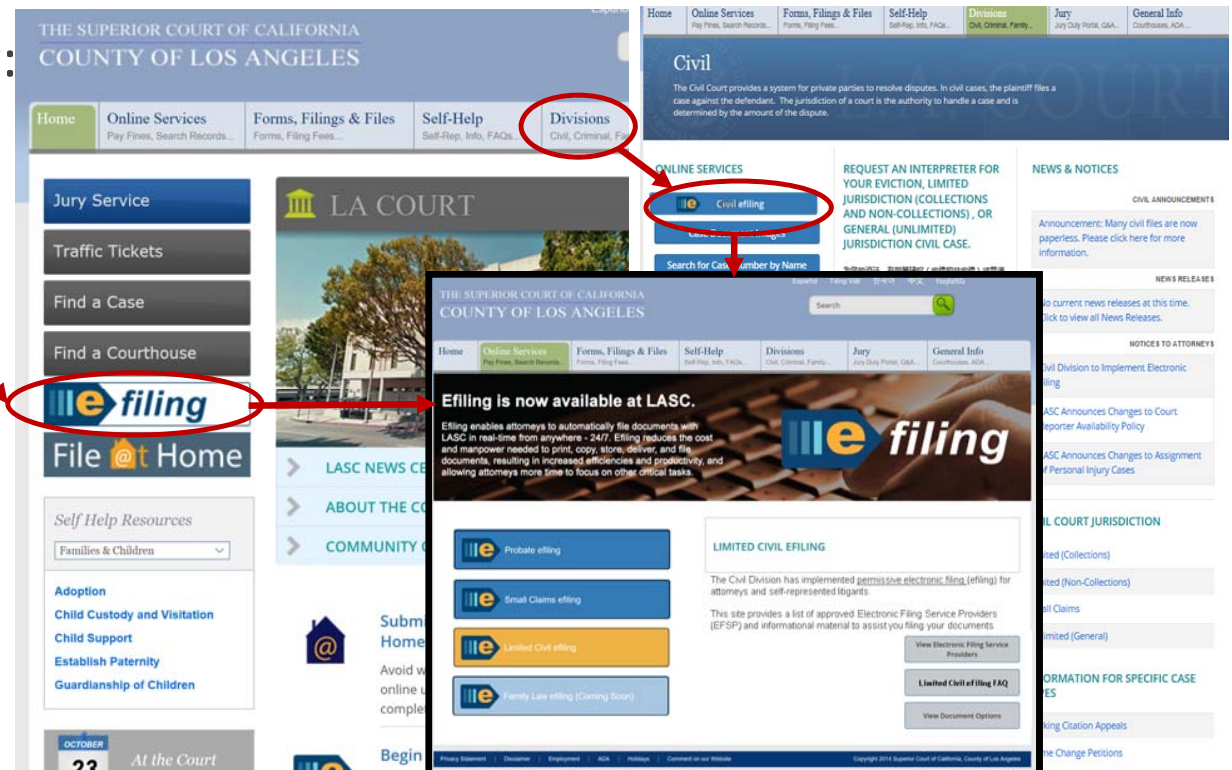
LASC Website



- 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



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

General Order

- General Order re Mandatory Electronic Filing for Attorneys
- Optional for Self-Represented Litigants (CRC 2.53(b))

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

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

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

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 e-filed)
- DOCUMENTS FOR OTHER CASE TYPES THAT ARE RELATED TO OTHER CASES

Initial Filings

- Complaints, Petitions and Other Initiating Documents
 - The Case Number, Filing Ribbon Stamp and Hearing Date (in some cases) will appear on the front page of ALL Initial Filings
- THE ASSIGNED JUDICIAL OFFICER AND COURTROOM WILL APPEAR ON THE FRONT PAGE OF ALL 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 (CIVIL) or Court (Probate/Family Law) upon review and order by Judicial Officer.
- Submitting Party will serve all other Parties

Confidential/Sealed Filings

CONFIDENTIAL DOCUMENTS

- The filer may not establish a document's security level.
- Documents submitted as “confidential” by the filer will only become confidential pursuant to legal authority or if that determination is made by the Court.

PROVISIONALLY SEALED DOCUMENTS

- The filer may submit a document “conditionally under seal” by selecting that Filing Document Name pending a ruling by the Court, pursuant to California Rules of Court rules 2.550-2.551.
- The document will be sealed pending a ruling by the Court.

Typical E-filing Rejection Reasons

- 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 the Court
- Courtesy Copy required if document is efiled within 2 Court Days of Scheduled Hearing
- Courtesy Copy shall include Proof of Electronic Submission
- Courtesy Copy required if document is filed within 2 days of Hearing Date (except Ex Parte)

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



<https://portal-lasc.journaltech.com/public-portal/>



www.LACourt.Org



<http://www.odysseyefileca.com/faqs.htm>

State of CA E-Filing

Active E-Filing Courts

- Over 20 (of 58) counties are doing e-filing today
- The State has selected 3 E-Filing Managers (EFMs) so you'll see an uptick in adoption over the next 3 years
- Statewide Policies:
 - All EFSPs have to file in all Counties that participate in statewide program
 - All EFMs have to support the “core 4” CMS vendors in the State (~48 of 58)
 - All EFMs have to provide a free e-filing capability for Indigent and Government Filers
 - All EFMs have to support all litigation types



QUESTIONS

