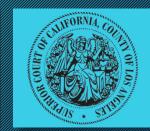


COMPLEX CIVIL EFILE

LOS ANGELES SUPERIOR COURT September 13, 2021

WELCOME



HON. DAVID J. COWAN SUPERVISING JUDGE OF CIVIL LOS ANGELES SUPERIOR COURT

IMPROVING ACCESS



HON. ERIC C. TAYLOR PRESIDING JUDGE LOS ANGELES SUPERIOR COURT

COMPLEX EFILING



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

MEETING AGENDA



- General Order and Authorizing Statutes
- Bulletin Board
- Electronic Filing Service Providers (EFSP) and LASC Website
- Exempt Documents
- Requirements for Complex Documents
- Complex Filing Fees
- Common Rejection Reasons and Efiling Tips
- Proposed Orders

NEW FOR COMPLEX



HON. MICHELLE WILLIAMS COURT ASSISTANT SUPERVISING JUDGE OF CIVIL LOS ANGELES SUPERIOR COURT

GENERAL ORDER



 GENERAL ORDER RE MANDATORY ELECTRONIC FILING FOR COMPLEX CIVIL

MANDATORY EFILING FOR ATTORNEYS
 (CRC 2.253(b))

• OPTIONAL FOR SELF-REPRESENTED LITIGANTS (CRC 2.253 (b)(2)-(3))

BULLETIN BOARD



- INTEGRATED INFORMAL COMMUNICATIONS
- COURT-APPROVED PROVIDERS
- PARTIES MUST AGREE ON A SINGLE PROVIDER

REQUIREMENTS FOR COMPLEX



- A FILING PARTY MUST HAVE AUTHORITY OR STANDING TO FILE IN THE REFERENCED CASE
- A PETITION TO ADD CASES TO A JCCP ACTION MUST BE ELECTRONICALLY FILED
- ANY MOTION ELECTRONICALLY FILED ON ONE CASE AND APPLIED TO MULTIPLE OR ALL CASES MUST INCLUDE A LIST OF CASES TO WHICH THE MOTION WILL APPLY
- FOR JCCP CASES, ALL ELECTRONICALLY FILED DOCUMENTS MUST REFLECT THE
 JCCP ACTION NUMBER AND AT LEAST ONE UNDERLYING CASE NUMBER
- AN EXCEL SPREADSHEET MUST BE ELECTRONICALLY SUBMITTED WITH THE
 COMPLAINTS FOR CASES INVOLVING 25 OR MORE PARTIES
- FILE SIZE OF ELECTRONIC DOCUMENTS IS LIMITED TO 200MB PER PDF

COMPLEX FILING FEES

- ONE MOTION FEE WILL BE ASSESSED FOR A SINGLE MOTION THAT RELATES TO MULTIPLE CASES
- FOR MULTIPLE MOTIONS THAT RELATE TO MULTIPLE CASES, A FEE FOR EACH SEPARATE MOTION WILL BE COLLECTED AT THE TIME OF THE ELECTRONIC FILING
- FOR ACTIONS IN WHICH A SINGLE PRO HAC VICE FEE IS CHARGED PURSUANT TO A COURT ORDER, A LIST OF ALL CASES TO WHICH THE FEE WILL APPLY MUST BE ELECTRONICALLY FILED WITH THE APPLICATION

REJECTION REASONS



Typical reasons that your filing would be rejected:

- Document is not text searchable
- Bulk Party Excel Spreadsheet not submitted when required
- Out-of-County Complaint not submitted with Add-On Petition to Coordinate
- Incorrect case category and/or case type selected
- Incorrect payment of filing fees
- Party's name entered in the Party Name field does not match document
- Incorrect party type selected
- Incorrect document type is selected
- Multiple separate documents are submitted as a single document

EFILING TIPS

CIVIL EFILING

The civil division is implementing mandatory electronic filing (efiling) for attorneys and providing the option of efiling to self-represented litigants. Attorneys may elect to begin efiling as of the dates shown below.

The implementation schedule for civil efiling is as follows:

	VOLUNTARY	MANDATORY
LIMITED CIVIL	November 13, 2018	December 3, 2018
UNLIMITED CIVIL	December 3, 2018	January 2, 2019
COMPLEX CIVIL	N/A	2021

View Electronic Filing Service Providers

efiling FAQ [07/18/2019]

Civil efiling Tips for Reducing Rejections [07/09/2019]

Civil efiling Information

First Amended General Order re Mandatory Electronic Filing for Civil [05/03/2019]

E-Filing Presentation to National Docketing Association

Civil Document Name List [07/31/2019]



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

FREQUENTLY ASKED QUESTIONS



FAQ LOCATED ON WEBSITE: <u>WWW.LACOURT.ORG</u>





