



DAVID W. SLAYTON
EXECUTIVE OFFICER / CLERK OF COURT

111 NORTH HILL STREET
LOS ANGELES, CA 90012-3014

Superior Court of California County of Los Angeles

March 27, 2025

PROPOSED REVISIONS TO LOCAL COURT RULES

Pursuant to California Rules of Court, Rule 10.613(g), the following proposed amendments to the Local Rules are hereby distributed for comment. The affected rule is:

- Rule 5.6 Electronic Filing
Amend rule to update electronic filing requirements and exemptions.

The proposed amendments were reviewed and approved by both the Los Angeles Superior Court's Rules Committee and Executive Committee. Comments must be submitted via email at localrulescomments@lacourt.org no later than 4:00 p.m. on **May 11, 2025**.

View LASC Local Rules at <http://www.lacourt.org>

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1 5.6 ELECTRONIC FILING

2 (a) Mandatory Electronic Filing. Except as otherwise provided in this rule, a represented party
3 in a family law action must file documents electronically. The filer must use an approved electronic
4 filing service provider ("EFSP"). EFSP information is available on the court's website at
5 www.lacourt.org.

6 (b) Litigants Exempt from Mandatory Electronic Filing.

7 (1) A self-represented litigant is exempt from mandatory electronic filing
8 requirements. Although not required, self-represented litigants are encouraged to participate in
9 electronic filing and service.

10 (2) A represented party may apply for exemption from electronic filing requirements.

11 ~~(3) The Local Child Support Agency and Department of Child Support Services need~~
12 ~~not use an EFSP and may instead electronically file documents in accordance with the statewide~~
13 ~~Department of Child Support Services filing interface and as agreed with the court.~~

14 (c) Documents That May Not Be Filed Electronically. The following documents may not be
15 filed electronically:

16 (1) A challenge for cause or a peremptory challenge of a judicial officer pursuant to
17 Code of Civil Procedure sections 170.3 or 170.6.

18 (2) Bond or undertaking documents.

19 (3) Trial and evidentiary hearing exhibits.

20 ~~(4) Documents filed in a case initiated by the Local Child Support Agency, except as~~
21 ~~specified in section (b) of this rule.~~

22 **(d) Documents Filed by the California Department of Child Support Services and the Los**
23 **Angeles County Child Support Services Department. The California Department of Child**
24 **Support Services and the Los Angeles County Child Support Services Department are exempt**
25 **from the mandatory electronic filing requirements, except for documents that may be filed**
26 **electronically through the California Department of Child Support Services' filing interface.**

27 (e) Lodgments. Documents attached to a Notice of Lodgment may be lodged in paper form.
28 The document entitled "Notice of Lodgment" must be filed electronically. When a litigant requests that
29 part or all of a document be sealed, the litigant must electronically file the motion or application to seal
30 and must provide a courtesy copy of the electronically filed motion or application with the documents
31 lodged conditionally under seal.

32 (f) Technical Requirements.

33 (1) Documents must be electronically filed in PDF, text searchable format.

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(2) Declarations, proofs of service, and exhibits to documents must be text searchable when technologically feasible without impairment of the document's image and must be bookmarked within the document.

(3) Each document must be electronically filed as a separate PDF document.

(4) Multiple documents relating to one case may be uploaded in one envelope transaction except that a writ or abstract must be submitted in a separate envelope.

(5) The court will send court-generated documents to the email address the filing party registered with the EFSP. The filing party must timely serve all other persons entitled to notice.

~~(f) Restraining Order. A Restraining Order *ex parte* application may be filed electronically or in paper form.~~

(g) Hearing Date. The court's case management system will automatically schedule the hearing on a request for order on the next available date. A party may request a change to the hearing date by submitting form LASC FAM 218, REQUEST TO CONTINUE HEARING DATE FOR A REQUEST FOR ORDER OR MOTION, AND ORDER THEREON (FAMILY LAW) at least 45 calendar days before the hearing date. LASC FAM 218 may not be used to request to continue the hearing of any restraining order, mandatory settlement conference, order to show cause, or trial.

(Rule 5.6 [7/1/2023] amended and effective _____)