

**SUPERIOR COURT OF THE STATE OF CALIFORNIA
IN AND FOR THE COUNTY OF CONTRA COSTA**

**SIXTH AMENDED STANDING ORDER
RE: E-FILING IN CIVIL CASES**

April 4, 2024

Pursuant to Code of Civil Procedure section 1010.6(d) and Rules 2.252 and 2.253 of the California Rules of Court, the Court adopted Local Rule 2.87 regarding mandatory electronic filing and service in Designated Cases in January of 2022.

Further to that Local Rule, the Court **ORDERS** as follows:

1. **Electronic filing in Designated Cases will be mandatory beginning on July 5, 2022**, and shall be available optionally beginning on June 20, 2022.
2. The following are Designated Cases for electronic filing:
 - a. Limited and Unlimited Civil cases, including Complex matters.
 - b. Family Law, including DCSS matters.
 - c. Probate.
 - d. Small Claims.
 - e. Unlawful Detainer.
 - f. Appeals.

3. The following documents may not be electronically filed and must still be filed/lodged in hard copy form unless otherwise ordered by the Presiding Judge or provided in an amended Local Rule:
 - a. Documents related to Domestic Violence Restraining Orders, Civil Harassment Restraining Orders, Workplace Violence Restraining Orders and Gun Violence Restraining Orders. (Subject to funding as required by Family Code 6306.5, the Court will permit Domestic Violence Restraining Orders to be filed electronically and will announce the same on the Court's website. On or before July 1, 2023, as required by Penal Code section 18122 and Family Code section 6307, the court will permit electronic filing of both Domestic Violence and Gun Violence Restraining Orders and will announce the same on the Court's website.)
 - b. Bonds and undertakings.
 - c. Bench warrants.
 - d. Petitions for Name Change.
 - e. Challenges under Code of Civil Procedure §§ 170.1/170.3 and 170.6.
 - f. In Civil matters:
 - i. Ex Parte Motions and Oppositions, except that the following must be electronically filed:
 1. Ex Parte Application for Order to Serve By Publication.
 2. Ex Parte Application and Order to Serve the California Secretary of State.

3. Ex Parte Application and Order to Serve Summons by Posting for Unlawful Detainer.
 4. Ex Parte Application for Extension of Time to Serve.
 5. Ex Parte Stipulations.
- ii. Subpoenas.
 - iii. Administrative Records. (Administrative records should be submitted on a flash drive, or by hard copy if ordered by the Court.)
- g. In Civil Complex matters:
- i. Ex Parte Motions and Oppositions.
 - ii. Subpoenas.
 - iii. Administrative Records.
- h. In Probate matters:
- i. Ex Parte Motions and Oppositions.
 - ii. Affidavit re Real Property of Small Value.
 - iii. Bonds.
 - iv. Estate Planning Documents.
 - v. Wills and Codicils.
 - vi. Subpoenas.
 - vii. Letters of Administration/Testamentary/Conservatorship/
Guardianship.
- i. In Family matters:
- i. Judgments.
 - ii. Notice of Entry of Judgment.

- iii. Abstract of Judgment.
- iv. Ex Partes / Contempts.
- v. Opposition to Commissioner.
- vi. Writs.

j. In Small Claims matters:

- i. Any document that needs to be issued.
- ii. Subpoenas.
- iii. Certificate of Facts -DL30.

4. Courtesy copies of electronically-filed documents are not required unless ordered by a judicial officer in a specific matter.

5. All remaining provisions of Local Rule 2.87 continue in effect.

IT IS SO ORDERED.

Dated: April 4, 2024



HON. EDWARD G. WEIL
Presiding Judge of the Superior Court
Contra Costa County