

E-Filing | Los Angeles

Finally...



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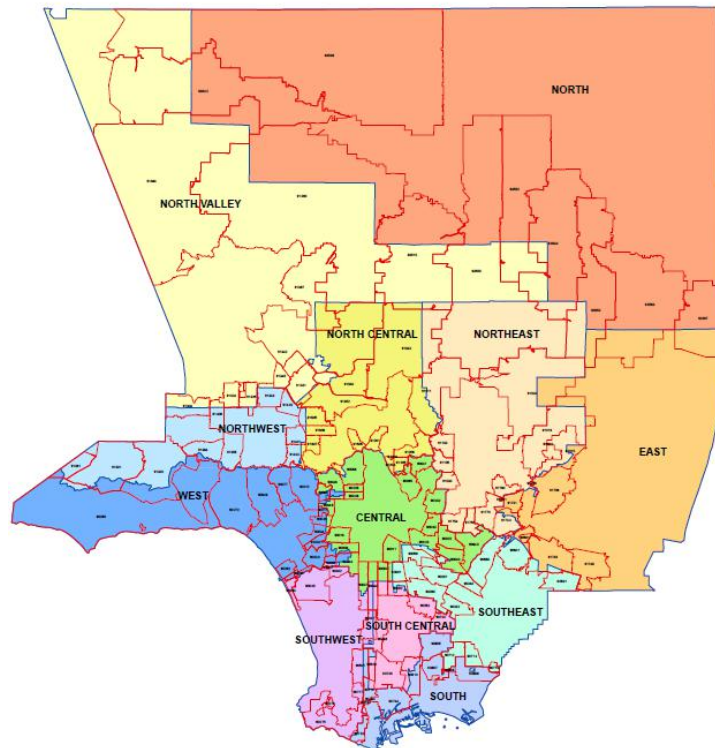
Implementation Schedule



	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

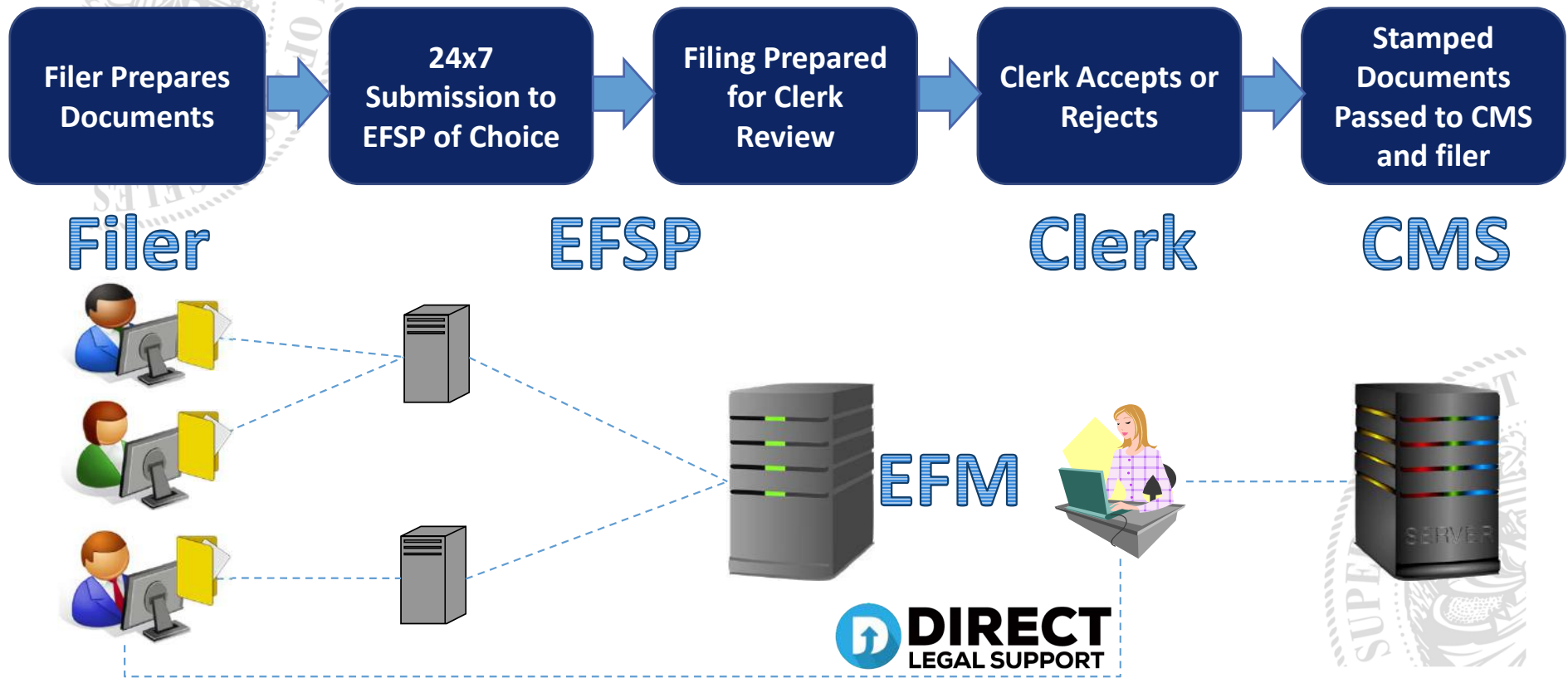
- ✓ Probate
- Family Law



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

A promotional graphic for Direct Legal Support's E-Filing services. The graphic includes the company logo, contact information, and a list of services. The background shows a person's hands using a laptop.

DIRECT LEGAL SUPPORT
Serving the legal community since 1961

E-FILING

CONTACT US

- Phone: (213) 483-4900 (800) 675-5374
- Fax: (213) 483-7777
- Email: mkern@directlegal.com
- Website: WWW.DIRECTLEGAL.COM
- Address: 1541 Wilshire Blvd, Suite 550 Los Angeles, CA 90017

Services listed:

- Process Serving
- Skip Tracing
- Writ Levies (Wage Garnishments & Bank Levies)
- Court Filing
- E-Filing (Client Submits)
- E-Filing Concierge Document (Direct Submits)
- Research and Retrieval
- Out of State Foreign Subpoena Service
- Photocopy & Reprographics



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

The screenshot displays the website for the Superior Court of California, County of Los Angeles. The navigation menu includes Home, Online Services, Forms, Filings & Files, Self-Help, Divisions, Jury, and General Info. The 'Divisions' menu is circled in red, with a red arrow pointing to the 'Civil' sub-menu. The 'Civil' sub-menu is also circled in red, with a red arrow pointing to the 'Civil eFiling' button. A red arrow from the text 'On the Home Page or Under Civil Division' points to the 'e filing' logo in the left sidebar. A red arrow from the text 'Here you will find' points to the 'e filing' logo in the main content area. The main content area features a banner for 'E-filing is now available at LASC.' and a list of eFiling services: Probate eFiling, Small Claims eFiling, Limited Civil eFiling, and Family Law eFiling (Getting Soggy). The 'Limited Civil eFiling' service is highlighted in yellow. The 'e filing' logo is also present in the bottom right corner of the main content area.

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

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

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

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



www.LACourt.Org



ODYSSEY
eFileCA

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



Journal
Technologies

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

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

