

NOTICE

Effective Tuesday, January 17, 2017, the Clerk's Office will begin rejecting documents that do not comply with Local Rule 3.42 (3A).

Local Rules of the Superior Court of California, County of Contra Costa

Rule 3.41. Hearing Dates

- (1) With the exception of motions brought pursuant to Code of Civil Procedure section 128.7, all other motion hearing dates will be assigned by the Clerk's Office at the time the motion is filed unless otherwise ordered by the Court. Dates cannot be reserved or given over the telephone.

(Rule 3.41(1) revised effective 1/1/16)

- (2) No hearing will be set by the Clerk's Office for a Discovery Motion unless no discovery responses have been provided or recommendations from a Discovery Facilitator are attached as the first exhibit.

(Rule 3.41(2) revised effective 1/1/15)

(Rule 3.41 revised effective 1/1/16)

Rule 3.42. Papers to Comply with State Rules

- (1) Moving, opposing and reply papers must be filed and served with the Court and parties within the time prescribed by law. The Court will not consider late filed papers unless good cause is shown at the hearing.
- (2) All memoranda and other papers filed in support of, and in opposition to, motions shall comply with the requirements of the California Rules of Court.
- (3) Despite rule 3.1110 of the California Rules of Court, subdivision (f), a large number of documents filed with the Court include exhibits that are not properly tabbed. The majority of these non-compliant documents are fax-filed through an attorney service. The attorney service prints out the documents and files them without tabbing the exhibits. The purpose of this rule is to discourage such rule violations, which impose a substantial burden on judges and staff.
 - (A) Every fax-filed document shall be stamped on the first page with the name, address, and telephone number of the attorney service that prepared the document for filing.
 - (B) Every fax-filed document or set of fax-filed documents shall include, as a separately filed document, a certification by an employee of the attorney service that the document or documents have been reviewed for compliance with rule 3.1110 of the California Rules of Court, subdivision (f), and that all exhibits have been properly tabbed.
 - (C) If a particular attorney service repeatedly files documents with untabbed or improperly tabbed exhibits, the matter will be referred to the presiding judge for appropriate action.
 - (D) Counsel of record should take note the Court has and will continue to impose monetary sanctions on attorneys who file documents with untabbed or improperly tabbed exhibits, regardless of whether such documents were fax-filed through an