

# SOLANO COUNTY LOCAL RULES EFFECTIVE JANUARY 1, 2017

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<i>Summary and Detailed Table of Contents</i>	Summary and Pages 1 through 9	Same
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County of Solano**

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**Local Rules of Court Adopted July 1, 1988**

Revised January 1, 1991

Revised July 1, 1991

Revised July 1, 1992

Revised October 1, 1996

Revised January 1, 1998

Revised August 1, 2002

Revised October 1, 2002

Revised July 1, 2005

Revised January 1, 2007

Corrected April 2, 2007

Revised January 1, 2008

Revised July 1, 2008

Revised January 1, 2009

Revised July 1, 2009

Revised January 1, 2010

Revised July 1, 2010

Revised January 1, 2011

Revised July 1, 2011

Revised January 1, 2012

Revised July 1, 2012

Revised January 1, 2013

Revised July 1, 2013

Revised July 1, 2014

Revised January 1, 2015

Revised July 1, 2015

Revised January 1, 2016

Revised July 1, 2016

Revised January 1, 2017

Brian Taylor, Court Executive Officer, is the official publisher of the local rules for the Superior Court of California County of Solano. Comments or suggestions concerning the local rules may be sent to the court at [CourtOutreach@solano.courts.ca.gov](mailto:CourtOutreach@solano.courts.ca.gov).

The complete local rules, as well as individual rules and filing instructions for replacement pages, and local forms are available in .pdf format at the court's website, [www.solano.courts.ca.gov](http://www.solano.courts.ca.gov), by clicking on the hyperlink marked "Local Rules of Court."

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**Local Rules of Court**

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“L012345”.

- (6) FCS012345: All Uniform Parentage Act cases filed between December 8, 1999, and September 30, 2002.
- (7) FFL012345: All Uniform Parentage Act cases filed on or after October 1, 2002, or whose case number is equal to or higher than FFL069339.

*(Subd (a) adopted effective January 1, 2013.)*

**b. APPLICATIONS FOR ORDERS FOR PUBLICATION OF SUMMONS**

A petitioner seeking an order for publication of summons pursuant to Code of Civil Procedure section 415.50 may submit the request on either a local form made available for that purpose or in a pleading that contains the same substantive information required on the form.

*(Subd (b) adopted effective January 1, 2013.)*

**c. FORMS AND DOCUMENTS TO BE INCLUDED WITH MOVING PAPERS**

In addition to any forms required by the California Rules of Court, any *Request for Order* or other moving papers served on the other party shall include a copy of the court’s local form *Meet and Confer Orders*.

A party seeking to modify a prior order or judgment shall attach a copy of the prior order or **pertinent** part of the prior judgment to his or her *Request for Order*. **A copy of the entire judgment need not be attached to the *Request for Order*.** If the *Findings and Order After Hearing* has not been filed, a copy of the minute order shall be attached instead.

A party filing an *Order to Show Cause and Affidavit for Contempt* (Judicial Council form FL-410) shall attach a copy of each order allegedly violated.

*(Subd (c) adopted effective January 1, 2013.)*

**d. FILING OF NOTICES OF UNAVAILABILITY**

The court shall not accept for filing a "Notice of Unavailability of Counsel" or other document or pleading whose sole purpose is to advise the court and/or other

parties of an attorney's or party's unavailability. (*Carl v. Superior Court of Orange County* (2007) 157 Cal.App.4th 73.)

*(Subd (d) adopted effective January 1, 2013.)*

*(Rule 5.3 adopted effective January 1, 2013.)*

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**5.4 APPLICATIONS FOR EMERGENCY ORDERS (EX PARTE ORDERS)**

a. **APPLICABILITY**

All parties shall comply with the provisions in Chapter 7 of Division 1 of Title 5 of the California Rules of Court and with these local rules.

*(Subd (a) amended effective July 1, 2014; adopted effective January 1, 2013.)*

b. **GENERAL STATEMENT REGARDING EMERGENCY ORDERS**

Applications for emergency orders are appropriate only if needed to prevent an immediate danger or irreparable harm to a party or to the children involved in the matter, prevent immediate loss or damage to property subject to disposition in the case, shorten time for hearing or service, or continue a hearing or trial.

*(Subd (b) adopted effective July 1, 2014; previous subd (b) relettered as subd (c) effective January 1, 2014.)*

c. **PROCEDURES FOR REQUESTING EMERGENCY ORDERS**

All parties shall comply with the following procedures:

- (1) Requests for emergency orders will be considered every court day at specific times set by each department. Those times will be available on the court's website at [www.solano.courts.ca.gov](http://www.solano.courts.ca.gov) or by telephoning the individual department.
- (2) The original *Request for Order* plus two copies and any other documents required by statute or California Rules of Court plus two copies of each document shall be submitted through the Family Law Division's clerk's office. Unless the moving party has a valid fee waiver order on file or submits a fee waiver concurrently with the *Request for Order*, the moving party is required to pay all the applicable fees set by law at the time the *Request for Order* is submitted to the Family Law Division's clerk's office.
- (3) The emergency order hearing will be set on a date two court days after the documents are submitted to the Family Law Division's clerk's office.
- (4) Before the emergency order hearing, the moving party shall file a declaration under penalty of perjury indicating whether or not notice of the hearing was given in compliance with California Rules of Court, rule 5.165. The moving party may satisfy this requirement by filing a completed *Declaration Re Notice Upon Application For Emergency Orders (Family Law)* (local form 5006-FL), a completed Judicial Council form approved



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for this purpose, or a declaration in compliance with California Rules of Court, rule 5.151(e)(2).

*(Subd (c) amended effective January 1, 2017; adopted effective January 1, 2013; previously amended July 1, 2014 and January 1, 2016.)*

*(Rule 5.4 amended effective January 1, 2017; adopted effective January 1, 2013, previously amended July 1, 2014 and January 1, 2016.)*

**5.5 LAW AND MOTION HEARINGS (HEARINGS OTHER THAN CASE MANAGEMENT CONFERENCES, STATUS CONFERENCES, SETTLEMENT CONFERENCES, AND TRIALS)**

**a. SETTING AN INITIAL HEARING**

When an initial hearing is set pursuant to a *Request for Order* or other paper seeking relief, the matter shall be set on the assigned judicial officer's law and motion calendar. The clerk shall provide the time and date for all initial hearings. All matters set on an initial hearing calendar are limited to 20 minutes of hearing time. *(Subd (a) adopted effective January 1, 2013.)*

**b. VACATING A SCHEDULED HEARING**

**(1) By the Moving Party**

If the moving party's *Request for Order* or other papers seeking relief have not been served on the responding party, the moving party may take the matter off calendar by giving notice to the court, which may be done by telephone to the appropriate department. Notice does not need to be given to the responding party.

If the pleadings have been served on the responding party but no responsive pleadings have been filed, the moving party may take the matter off calendar but must give notice to both the court and the responding party so as to avoid unnecessary review by the court and appearances by the party. Notice to the court may be given by telephone to the appropriate department.

*(Subd (1) adopted effective January 1, 2013.)*

**(2) By Stipulation**

If responsive pleadings have been filed, the moving party may not take the matter off calendar without written stipulation or written or oral confirmation by the responding party. Confirmation may be by telephone to the appropriate department.

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If both parties agree no hearing is needed, both parties shall so inform the department to which a matter has been assigned as soon as practicable.

A failure to appear without prior notification to the court may result in the imposition of sanctions against one or both parties and/or attorneys, in the court's discretion.

*(Subd (2) adopted effective January 1, 2013.)*

*(Subd (b) adopted effective January 1, 2013.)*

**c. REISSUANCE OF A REQUEST FOR ORDER**

If the moving party did not serve the responding party before the date set for the hearing, a new hearing date may be obtained from the calendar clerk and a *Request for Order* may be reissued. The request to reissue the *Request for Order* must be submitted to the court at least two court days before the scheduled hearing date; otherwise, the party must appear at the hearing and request the reissuance in open court.

If a moving party does not obtain a reissuance prior to the hearing and fails to appear at the scheduled hearing to request a reissuance, the court may take the matter off calendar.

If the moving party served the responding party but the service was untimely, the moving party must attend the scheduled hearing. The responding party shall be entitled to a continuance and the court may reissue the *Request for Order*. Any

temporary orders previously made may be extended upon a showing of good cause.  
*(Subd (c) adopted effective January 1, 2013.)*

**d. DAY OF HEARING PROCEDURES**

**(1) Duty to Appear and to Advise Court of Settled Issues and Remaining Contested Issues**

All parties and their attorneys shall be punctual for all court appearances and shall check in with the courtroom clerk or bailiff upon arrival.

The parties or the attorneys for the parties shall be prepared to advise the court as to what issues have been settled by agreement and what issues remain contested.

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*(Subd (1) adopted effective January 1, 2013.)*

**(2) Failure to Appear by Moving Party**

If the moving party or attorney fails to appear when the matter is called, the court may continue or remove the matter from the calendar at its discretion. If the responding party appears, the court may award attorney fees and costs to the appearing party if as a result of the moving party's nonappearance unnecessary fees are incurred.

If the responding party appears and has filed and served a responsive pleading seeking appropriate affirmative relief, the court may continue the matter or rule on the affirmative relief requested, at its discretion.

*(Subd (2) adopted effective January 1, 2013.)*

*(Subd (d) adopted effective January 1, 2013.)*

**e. TELEPHONIC APPEARANCES**

A party, an attorney, or a representative of a local child support agency or government agency who wishes to appear by telephone at a hearing must file a request with the court clerk at least 2 court days prior to the date of the hearing. The request shall be made on a *Request for Telephone Appearance* (Judicial Council form FL-679). The request must be served on all other parties, their attorneys, and the local child support agency through a means calculated to ensure delivery by the close of business on the next court day.

If the court permits the appearance by telephone, and unless the court specifically directs otherwise, the person being permitted to appear telephonically shall do so through CourtCall LLC, a private telephonic appearance provider with whom the court has contracted. The telephone number of CourtCall is (888) 88-COURT or (310) 342-0888. Those wishing to use CourtCall must follow the rules and schedule of the individual department concerning the use of CourtCall, and shall be solely responsible for all fees and costs charged by CourtCall for this service.

Absent prior court order, requests for telephonic appearances in trials, contempt hearings, orders of examination, and any other matters in which the person has been subpoenaed to appear will not be permitted. Rules for ex parte requests and orders shortening time shall apply.

*(Subd (e) adopted effective January 1, 2013.)*

*(Rule 5.5 adopted effective January 1, 2013.)*

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**5.6 PRESENCE OF CHILDREN IN COURTROOM**

Unless a child whose custody or visitation is at issue has been given court permission to address the court or testify per Family Code section 3042, that child shall not be present in the assigned courtroom while the matter is being heard, unless the judicial officer has specifically given permission for the child to be present.

In the event a party or minor’s counsel wants the child to be present, that party or minor’s counsel may disclose to the court that the child is in the courthouse and request that the child be permitted into the courtroom.

*(Rule 5.6 adopted effective January 1, 2013.)*

**5.7 FAMILY CENTERED CASE RESOLUTION PROCESS (CRC 5.83)**

a. **APPLICABILITY**

The Family Centered Case Resolution process (“the FCCR process”) shall apply to dissolution, legal separation, nullity, and parentage cases filed on or after January 1, 2013. A judicial officer may, in his or her sole discretion, elect to place an individual case other than a dissolution, legal separation, nullity, or parentage case in the FCCR process.

*(Subd (a) adopted effective January 1, 2013.)*

b. **CASE MANAGEMENT CONFERENCES**

At the time a dissolution, nullity, legal separation, or parentage case is filed, the case shall be automatically set for three case management conferences at six months, twelve months, and eighteen months.

If a *Request for Order* is set for hearing at a point in time close to a scheduled case management conference, the judicial officer may elect to conduct the case management conference concurrently with the hearing on the *Request for Order*.

Nothing in this rule prohibits a party from requesting a status conference earlier than a mandated case management conference. Nothing in this rule prohibits the setting of status conferences in addition to the three mandated case management conferences.

*(Subd (b) adopted effective January 1, 2013.)*

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c. **NOTICE OF CASE MANAGEMENT CONFERENCES**

At the time the petition is filed, the court shall provide the petitioner with a Notice of Case Management Conferences. This notice shall give the date, time, and place that each party, or the party's attorney if represented, shall appear for the three required case management conferences.

A copy of the Notice of Case Management Conferences shall be served on the respondent at the same time as the petition and summons.  
*(Subd (c) adopted effective January 1, 2013.)*

*(Rule 5.7 adopted effective January 1, 2013.)*

**5.8 STATUS CONFERENCES AND STATUS CONFERENCE REPORTS**

a. **APPLICABILITY OF RULE**

Rule 5.8 applies only to status conferences. It does not apply to case management conferences set per Rule 5.7.  
*(Subd (a) adopted effective January 1, 2013.)*

b. **PROCEDURE FOR SETTING A STATUS CONFERENCE**

Status conferences may be used generally to assess the readiness of a case for meaningful settlement conference and/or trial. No party shall obtain a settlement conference or trial date except by court permission, which may be given at a status conference. Status conferences may be utilized at the court's discretion for any other purpose deemed appropriate, such as for setting trial management conferences.

In dissolution of marriage, nullity of marriage, or legal separation matters, a status conference shall not be set at a party's request unless that party has filed his or her *Declaration Regarding Service of Declaration of Disclosure and Income and Expense Declaration* (Judicial Council form FL-141) showing that the moving party has complied with the disclosure requirements set forth in Family Code section 2104. Status conferences may be requested by filing a local form designated for that purpose, obtaining a date from the calendar clerk, and giving notice to the opposing party or counsel. Notice shall be consistent with Code of Civil Procedure section 1005 and proof of service of such notice shall be filed with the court.

Compliance with disclosure requirements is not required in Uniform Parentage Act cases or in proceedings to establish custody or support pursuant to Family Code

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section 3120. Thus, in cases brought per the Uniform Parentage Act or per Family Code section 3120, a party may request a status conference by filing a local form designated for that purpose, obtaining a date from the calendar clerk, and giving notice to the opposing party or counsel. Notice shall be consistent with Code of Civil Procedure section 1005 and proof of service of such notice shall be filed with the court.

The court may set a case on the status conference calendar at its discretion. No status conference may be continued or taken off calendar without court permission. *(Subd (b) adopted effective January 1, 2013.)*

**c. FILING AND SERVICE OF STATUS CONFERENCE REPORT**

At least seven (7) calendar days before the scheduled status conference, each party (or their counsel) shall file with the court and serve on all other parties a completed status conference report on a local form designated for that purpose. The status conference report shall be printed on light blue paper. Proof of service of the status conference report shall be filed with the court at least seven (7) calendar days before the scheduled status conference.

*(Subd (c) adopted effective January 1, 2013.)*

**d. SANCTIONS**

The court may impose sanctions if:

- (1) A status conference report is not timely filed and served;
- (2) A status conference report is not fully completed;
- (3) A party or his or her attorney fails to appear at the status conference. However, an attorney may appear on behalf of a party unless the court has ordered a party to personally appear; or,
- (4) An attorney or a party is not substantially aware of all procedural, factual, and legal aspects of the case, or an attorney does not have full authority to discuss and resolve any issues that arise at the conference, including, but not limited to, resolving discovery and the setting of subsequent court dates.

*(Subd (d) adopted effective January 1, 2013.)*

*(Rule 5.8 adopted effective January 1, 2013.)*

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**5.9 COURT REPORTER FEES**

The court will not provide court reporter services free of charge for hearings, evidentiary hearings, or trials. Unless the parties both waive a court reporter, each party shall be responsible for paying the applicable court reporter fees pursuant to Government Code section 68086 or the schedule approved by the Presiding Judge of the Superior Court of California, County of Solano. Fees are payable forthwith unless payment is specifically deferred until a later time by a judicial officer.

*(Rule 5.9 adopted effective January 1, 2013.)*

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PART TWO: Settlement Conferences and Trials**

**5.10 SETTLEMENT CONFERENCES**

a. **SETTLEMENT CONFERENCES GENERALLY**

Absent waiver for good cause shown, the court will require a mandatory settlement conference prior to that matter proceeding to trial. Each party and the attorney who will try the case for each party shall personally attend the settlement conference, unless the court excuses the party prior to the conference or has granted permission to appear telephonically.

*(Subd (a) adopted effective January 1, 2013.)*

b. **DUTY TO MEET AND CONFER**

The meet and confer requirements set forth in California Rules of Court, rule 5.98, shall also apply to settlement conferences.

Counsel and parties shall comply at all times with the policy of the law to promote settlement of litigation and, where possible, to reduce the costs of litigation by encouraging cooperation between the parties and attorneys (see Family Code section 271). Prior to the settlement conference, counsel and parties shall make good faith efforts to settle all or some of the issues. They must also cooperate so as to clearly outline and efficiently present the settled and unsettled issues to the court at the settlement conference.

*(Subd (b) adopted effective January 1, 2013.)*

c. **TIME FOR FILING AND SERVICE OF SETTLEMENT CONFERENCE STATEMENT AND OTHER REQUIRED DOCUMENTS**

Each party or attorney shall file and serve his or her settlement conference statement and any other documents required by this rule or by court order at least fourteen (14) calendar days prior to the settlement conference. Proof of service of the settlement conference statement shall be filed with the court at least seven (7) calendar days before the scheduled status conference.

*(Subd (c) adopted effective January 1, 2013.)*

d. **CONTENTS OF SETTLEMENT CONFERENCE STATEMENT**

A settlement conference statement shall state in the caption the date and time of the settlement conference.

Settlement conference statements submitted in an dissolution of marriage or registered domestic partnership, nullity, or legal separation action shall respond to each item set forth below. Settlement conference statements submitted in any other matter shall respond to each item set forth below, except for items (4), (5), and (6).



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**Rule 17 – Miscellaneous**

**APPENDIX**

**17.1 PHOTOGRAPHY, VIDEOTAPING, AND ELECTRONIC RECORDINGS**

**a. PHOTOGRAPHY, VIDEOTAPING, AND ELECTRONIC RECORDINGS IN THE COURTHOUSE**

- (1) Photography, filming, videotaping, or electronic recording by the media and general public is not permitted in any part of any courthouse, including but not limited to, entrances, exits, stairways, hallways, elevators, offices, or any other public area within the courthouse, unless by written order of the Presiding Judge.
- (2) Videotaping, photographing, or electronic recording devices may be brought into the courthouse by the media or members of the public, but must be turned off while being transported in any area of the courthouse. Devices that include videotaping, photographing, digital image capture, or electronic recording capabilities—such as cell phones, personal digital assistants (PDAs), or watches—may be brought into the courthouse, provided that the image capturing and recording features are not used.
- (3) Any photography, videotaping, or electronic recording of a courtroom or courtroom proceeding through the courtroom’s windows or doors is prohibited.

*(Subd. (a) adopted effective January 1, 2012.)*

**b. PHOTOGRAPHY, VIDEOTAPING, AND ELECTRONIC RECORDINGS IN COURTROOMS**

Photography, filming, videotaping, or electronic recording within a courtroom is governed by California Rules of Court, rule 1.150. All requests for any type of video, still photography or audio coverage, including pool cameras, must be made in compliance with California Rules of Court, rule 1.150, and submitted to the judicial officer assigned to hear the case on the designated Judicial Council forms.

*(Subd. (b) adopted effective January 1, 2012.)*

**c. VIOLATIONS**

Any violation of this rule or an order made under this rule is an unlawful interference with the proceedings of the court, and may be the basis for an order terminating media coverage, a citation for contempt of court, or an order imposing monetary or other sanctions as provided by law.

*(Subd. (c) adopted effective January 1, 2012.)*

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**APPENDIX**

*(Rule 17.1 adopted effective January 1, 2012.)*

**17.2 COURT REPORTER TRANSCRIPTS**

**a. MINIMUM TRANSCRIPT FORMAT STANDARDS**

A licensed Court Reporter or Pro Tem Reporter employed by the Superior Court of California, County of Solano, shall comply with the following transcript format standards when producing a transcript from a court proceeding:

- (1) There shall be no fewer than 28 typed text lines per page;
- (2) A full line of text shall be no less than 64 characters;
- (3) Font shall be Courier, 12 pt;
- (4) Each question and answer shall begin on a separate line;
- (5) Text shall begin at the closest point to the left margin (left margin is defined as the first character of a line text);
- (6) Q and A symbols shall appear within the first 3 spaces from the left-hand margin;
- (7) Beginning text shall appear 2 spaces after Q and A;
- (8) Carry-over Q and A lines shall begin at the left-hand margin;
- (9) Colloquy and paragraphed material shall begin no more than 7 spaces from the left-hand margin with carry-over colloquy to the left-hand margin;
- (10) Speaker identification and Q shall be on the same line; and,
- (11) There shall be no blank lines on the first page of the appearance drop-in/beginning paragraphs.

Failure to comply with the standards, as noted above, constitutes grounds for corrective action, up to and including termination and filing a report with the Court Reporters Board of California.

*(Subd. (a) adopted effective January 1, 2013.)*

**b. REQUESTS FOR TRANSCRIPTS**

**(1) Forms to be Submitted**

Subject to the exceptions set forth below, all court reporter transcripts shall be requested by submitting a request for transcript form designated by the court. The form is available on the court's website or in paper form at any clerk's office.

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**APPENDIX**

The form is not required in the following circumstances:

- (a) In cases where automatic preparation of a transcript is mandated by law.
- (b) In civil cases where the transcript is being requested in connection with an appeal. All appellate transcript designations shall be done as directed by the applicable Judicial Council form(s) and California Rules of Court.

**(2) Cost of Transcripts**

- (a) Except as otherwise provided by law or by California Rules of Court:
  - 1. The party requesting a transcript is responsible for the costs associated with the preparation and printing of all transcripts requested by that party.
  - 2. If the proceeding has not previously been transcribed, a party's transcript request shall automatically include preparation of one original transcript plus one copy. The original transcript shall be retained by the court.
- (b) A party who believes he or she is unable to afford some or all of his or her transcription costs may contact the Court Reporters Board of California concerning his or her eligibility for assistance from the Transcript Reimbursement Fund.

**(3) Transcripts Requested by Non-Parties in Juvenile Matters**

Any non-party requesting a reporter's transcript of a juvenile proceeding must file a *Petition for Disclosure* (Judicial Council form no. 570).

*(Subd. (b) amended effective January 1, 2017; adopted effective January 1, 2013.)*

*(Rule 17.2 amended effective January 1, 2017; adopted effective January 1, 2013.)*

**Superior Court of California  
County of Solano**

**Rule 17 – Miscellaneous**

**APPENDIX**

<b><u>Standing Order</u></b>	<b><u>Title</u></b>
M-1-2016	Weapons in the Courthouse

MAY 16 2016

1                                   **IN THE SUPERIOR COURT OF CALIFORNIA**  
2                                   **IN AND FOR THE COUNTY OF SOLANO**

By M. Belmont  
DEPUTY CLERK

Standing Order No. M-1-2016

**WEAPONS IN THE COURTHOUSE**

9           This standing order amends and supersedes Standing Order 8771, filed January 28,  
10 2008, effective upon the date of filing.

11 **GOOD CAUSE APPEARING, IT IS HEREBY ORDERED:**

12 1.       All persons entering a building or location designated as a courthouse or a location  
13 for judicial proceedings, whether temporary or on-going, are prohibited from carrying or  
14 possessing the following items while in the building or designated location:

15       a.       Firearms, including but not limited to cane guns, firearms not immediately  
16 recognizable as a firearm, undetectable firearms, and wallet guns (Pen. C. §§ 24410, 24510,  
17 24610, and 24710);

18       b.       Knives, including but not limited to sheathed knives, air gauge knives, belt  
19 buckle knives, cane swords, lipstick case knives, shobi-zues, undetectable knives, writing  
20 pen knives, ballistic knives, and dirks or daggers (Pen. C. §§ 20200, 20310, 20410, 20510,  
21 20610, 20710, 20810, 20910, 21110, 21310, and 21510);

22       c.       Knuckles, including but not limited to composite knuckles, hard wooden  
23 knuckles, and metal knuckles (Pen. C. §§ 21710 and 21810);

24       d.       Nunchaku (Pen. C. § 22010);

25       e.       Leaded canes, saps, and other similar weapons (Pen. C. § 22210); and,

Standing Order

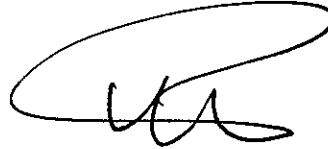
1 f. Shuriken (Pen. C. § 22410.)

2 2. Active on-duty law enforcement officers not appearing as a party or an off-duty  
3 witness in an action or proceeding shall be exempt from the provisions of Paragraph 1.

4 3. The issuance of a concealed carry weapons permit or license shall not exempt any  
5 person from the provisions of Paragraph 1.

6 It is so ordered.

7 Date: May 13, 2014



8 Robert C. Fracchia  
9 Presiding Judge

**Superior Court of California  
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010	Family	Meet and Confer Orders	March 2008	Mandatory
145-CR	Criminal	Waiver of Constitutional Rights in Support of Defendant’s Motion to Change Plea (Misdemeanor)	July 2015	Optional
165	Civil	Judgment (Default by Clerk)	September 1998	Optional
166	Civil	Judgment (Default by Court)	December 2007	Optional
168	Civil	Judgment (Trial)	October 2000	Optional
258(a)-CR	Criminal	Waiver and Plea to Driving Under the Influence (No Priors)	July 2015	Optional
258(b)-CR	Criminal	Waiver and Plea to Driving Under the Influence (One Prior)	July 2015	Optional
258(c)-CR	Criminal	Waiver and Plea to Driving Under the Influence (Two Priors)	July 2015	Optional
300	Family	Order After Hearing/Stipulation and Order	December 2006	Optional
303	Family	Stipulation & Order re: Partial Child Custody Evaluation	March 2000	Optional
304	Family	Parenting Orders Attachment	September 2007	Optional
306	Family	Supervised Visitation/Supervised Exchange Order	August 2002	Optional
309	Probate	Order Appointing Regional Center to Evaluate Proposed Ward or Conservatee	July 2008	Mandatory
314	Family	Time Sharing Arrangement Table	October 2007	Optional

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320	Family	Order Appointing Counsel for Minors	November 2000	Optional
322	Family	Application and Order for Publication of Summons	September 2008	Mandatory
323	Family	Declaration in Support of Application for Order for Publication of Summons	September 2008	Mandatory
327	Family	Attachment to FL-327	March 2007	Mandatory
333-INT	All	Request for Interpreter	July 2015	Mandatory
345	Family	Order re: Testing for Alcohol or Illegal Use of Controlled Substances	July 2008	Mandatory
392	Family	Form of Papers	April 2007	N/A
397	Family	Attorney’s Declaration re Mediation Video	January 2007	Optional
399	Family	Notice of Continued Hearing	April 2007	Optional
545-CR	Criminal	Waiver of Rights (Felony)	July 2014	Optional
555-CR	Criminal	Waiver of Rights (Violation)	July 2014	Optional
890	Family	Status Conference Report – Family Law (Marriage/RDP)	July 2009	Mandatory (blue paper)
890-UPA	Family	Status Conference Report – Family Law (Uniform Parentage Act)	July 2009	Mandatory (blue paper)
900-CV	Civil	Notice Of Case Management Conference One And Notice Of Assignment Of Judge For All Purposes	January 2017	Mandatory
910	Civil	Request for Extension of Time (re Proof of Service of Summons)	December 2000	Optional
920	Civil	Request for Extension of Time (re Filing Response)	December 2000	Optional



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1070	Family	Declaration re Notice Upon Ex Parte Application for Orders	December 2006	Mandatory
1070-G	Probate	Declaration re Notice Upon Ex Parte Application for Orders (Guardianship)	July 2008	Mandatory
1320	Family	Declaration in Support of Request for Separate Mediation Sessions	June 1998	Optional
1325	Family	Request for Separate Mediation or Support Person	June 1998	Optional
3006-CV	Civil	Trial Management Conference Report	July 2015	Optional
3015-CV	Civil	Response to Petition: re Disposition of Weapons; Notice of Hearing	July 2015	Optional
3455	Probate	Objection to Appointment of Guardian	January 2007	Mandatory
3490	Probate	Confidential Court Investigators' Information and Referral Form (Guardianship)	January 2010	Mandatory
3500	Probate	Assessment and Order for Payment	January 2013	Mandatory
3500-P	Probate	Assessment and Order for Payment – Probate Code §3100 Petitions	July 2009	Mandatory
3510	Probate	Order Appointing Court Investigator (Guardianships)	July 2008	Mandatory
3515	Probate	Order Appointing Investigator and Notice of Investigation Costs	July 2009	Mandatory
3700	Probate	Declaration re: Venue (Guardianships)	July 2008	Optional
3705	Probate	Declaration of Due Diligence (Guardianships and Conservatorships)	July 2009	Optional

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3710	Probate	Ex Parte Application to Waive or Shorten Notice of Hearing on Temporary Guardianship or Conservatorship; Order re: Notice	January 2013	Optional
3720	Probate	Petition for Visitation Orders	July 2009	Optional
3740	Probate	Application to Practice as Minor’s Counsel (Guardianship)	July 2008	Mandatory
3800	Probate	Preliminary Inventory of Guardianship Estate	July 2008	Mandatory
4803-TR	Traffic	Notice of Rights	January 2015	Mandatory
4899-TR	Traffic	Election for Traffic School	January 2015	Mandatory
5000	Adoption	Confidential Court Investigator’s Information and Referral Form ( <i>Stepparent Adoption</i> )	August 2008	Mandatory
5005	Adoption	Reference for Stepparent Adoption	August 2008	Mandatory
5006	Family Law	Declaration re: Notice Upon Application for Emergency Orders	July 2014	Optional
5010	Adoption	Consent of Child to be Adopted ( <i>Stepparent Adoption</i> )	August 2008	Mandatory
5113	Family	Notice of Case Management Conferences and Assignment of Judicial Officer for All Purposes	July 2013	Mandatory
6011-JV	Juvenile	Request and Order for Appointment of CASA	January 2015	Mandatory
6025	Juvenile	Pre-Screen Financial Declaration – Juvenile Dependency	July 2013	Mandatory
7000	Small Claims	Judgment Debtor’s Statement re: Request to Enter Satisfaction of Judgment	November 2000	Optional

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7009-PR	Probate	Objection To Appointment Of Guardian	January 2017	Optional
7010-PR	Probate	Objections to a Guardianship	January 2017	Optional
7020	Probate	Verification of Viewing of Conservatorship Video	July 2011	Mandatory
7023	Small Claims	Request for Dismissal	September 1999	Optional
7040	Civil	Judgment After Trial by Court (Unlawful Detainer)	May 2000	Optional
7060	Small Claims	Declaration re: Default in Payments & Order Setting Aside Order Providing Payment of Judgment in Installments	November 2000	Optional
7090	Small Claims	Amendment to Claim Prior to Judgment ( <i>Small Claims</i> )	March 2000	Optional
7500	Probate	Placement and Level of Care Assessment for Conservatee (Probate Code §2352.5)	January 2010	Mandatory

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7090	Small Claims	Amendment to Claim Prior to Judgment ( <i>Small Claims</i> )	March 2000	Optional
322	Family	Application and Order for Publication of Summons	September 2008	Mandatory
3740	Probate	Application to Practice as Minor’s Counsel (Guardianship)	July 2008	Mandatory
3500	Probate	Assessment and Order for Payment	January 2013	Mandatory
3500-P	Probate	Assessment and Order for Payment – Probate Code §3100 Petitions	July 2009	Mandatory
327	Family	Attachment to FL-327	March 2007	Mandatory
397	Family	Attorney’s Declaration re Mediation Video	January 2007	Optional
3490	Probate	Confidential Court Investigators’ Information and Referral Form ( <i>Guardianship</i> )	January 2010	Mandatory
5000	Adoption	Confidential Court Investigator’s Information and Referral Form ( <i>Stepparent Adoption</i> )	August 2008	Mandatory
5010	Adoption	Consent of Child to be Adopted ( <i>Stepparent Adoption</i> )	August 2008	Mandatory
323	Family	Declaration in Support of Application for Order for Publication of Summons	September 2008	Mandatory
1320	Family	Declaration in Support of Request for Separate Mediation Sessions	June 1998	Optional
3705	Probate	Declaration of Due Diligence (Guardianships and Conservatorships)	July 2009	Optional
5006	Family Law	Declaration re: Notice Upon Application for Emergency Orders	July 2014	Optional

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1070-G	Probate	Declaration re Notice Upon Ex Parte Application for Orders (Guardianships)	July 2008	Mandatory
7060	Small Claims	Declaration re: Default in Payments & Order Setting Aside Order Providing Payment of Judgment in Installments	November 2000	Optional
3700	Probate	Declaration re: Venue (Guardianships)	July 2008	Optional
4899-TR	Traffic	Election for Traffic School	January 2015	Mandatory
3710	Probate	Ex Parte Application to Waive or Shorten Notice of Hearing on Temporary Guardianship or Conservatorship; Order re: Notice	January 2013	Optional
392	Family	Form of Papers	April 2007	N/A
165	Civil	Judgment (Default by Clerk)	September 1998	Optional
166	Civil	Judgment (Default by Court)	December 2007	Optional
168	Civil	Judgment (Trial)	October 2000	Optional
7040	Civil	Judgment After Trial by Court (Unlawful Detainer)	May 2000	Optional
7000	Small Claims	Judgment Debtor's Statement re: Request to Enter Satisfaction of Judgment	November 2000	Optional
010	Family	Meet and Confer Orders	March 2008	Mandatory
900-CV	Civil	Notice Of Case Management Conference One And Notice Of Assignment Of Judge For All Purposes	January 2017	Mandatory

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5113	Family	Notice of Case Management Conferences and Assignment of Judicial Officer for All Purposes	July 2013	Mandatory
399	Family	Notice of Continued Hearing	April 2007	Optional
4803-TR	Traffic	Notice of Rights	January 2015	Mandatory
7009-PR	Probate	Objection To Appointment Of Guardian	January 2017	Optional
7010-PR	Probate	Objections to a Guardianship	January 2017	Optional
300	Family	Order After Hearing/Stipulation and Order	December 2006	Optional
320	Family	Order Appointing Counsel for Minors	November 2000	Optional
3510	Probate	Order Appointing Court Investigator (Guardianships)	July 2008	Mandatory
3515	Probate	Order Appointing Investigator and Notice of Investigation Costs	July 2009	Mandatory
309	Probate	Order Appointing Regional Center to Evaluate Proposed Ward or Conservatee	July 2008	Mandatory
345	Family	Order re: Testing for Alcohol or Illegal Use of Controlled Substances	July 2008	Mandatory
304	Family	Parenting Orders Attachment	September 2007	Optional
3720	Probate	Petition for Visitation Orders	July 2009	Optional
7500	Probate	Placement and Level of Care Assessment for Conservatee (Probate Code §2352.5)	January 2010	Mandatory
3800	Probate	Preliminary Inventory of Guardianship Estate	July 2008	Mandatory

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6025	Juvenile	Pre-Screen Financial Declaration – Juvenile Dependency	July 2013	Mandatory
5005	Adoption	Reference for Stepparent Adoption	August 2008	Mandatory
6011-JV	Juvenile	Request and Order for Appointment of CASA	January 2015	Mandatory
333-INT	All	Request for Interpreter	July 2015	Mandatory
7023	Small Claims	Request for Dismissal	September 1999	Optional
920	Civil	Request for Extension of Time (re Filing Response)	December 2000	Optional
910	Civil	Request for Extension of Time (re Proof of Service of Summons)	December 2000	Optional
1325	Family	Request for Separate Mediation or Support Person	June 1998	Optional
3015-CV	Civil	Response to Petition: re Disposition of Weapons; Notice of Hearing	July 2015	Optional
890	Family	Status Conference Report – Family Law (Marriage/RDP)	July 2009	Mandatory (blue paper)
890-UPA	Family	Status Conference Report – Family Law (Uniform Parentage Act)	July 2009	Mandatory (blue paper)
303	Family	Stipulation & Order re: Partial Child Custody Evaluation	March 2000	Optional
306	Family	Supervised Visitation/Supervised Exchange Order	August 2002	Optional
314	Family	Time Sharing Arrangement Table	October 2007	Optional
3006-CV	Civil	Trial Management Conference Report	July 2015	Optional
7020	Probate	Verification of Viewing of Conservatorship Video	July 2011	Mandatory

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258(a)-CR	Criminal	Waiver and Plea to Driving Under the Influence (No Priors)	July 2015	Optional
258(b)-CR	Criminal	Waiver and Plea to Driving Under the Influence (One Prior)	July 2015	Optional
258(c)-CR	Criminal	Waiver and Plea to Driving Under the Influence (Two Priors)	July 2015	Optional
145-CR	Criminal	Waiver of Constitutional Rights in Support of Defendant’s Motion to Change Plea (Misdemeanor)	July 2015	Optional
545-CR	Criminal	Waiver of Rights (Felony)	July 2014	Optional
555-CR	Criminal	Waiver of Rights (Violation)	July 2014	Optional



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