



Chambers of  
**THOMAS J. BORRIS**  
PRESIDING JUDGE

# Superior Court of California County of Orange

700 CIVIC CENTER DR., WEST  
SANTA ANA, CA 92702  
PHONE: 657-622-5201

Administrative Order No. 12/05

## **ORDER TO REMOVE NOTICE TO APPEAR (CITATION) FORMS Rule 2.400(a) of the California Rules of Court**

IT IS ORDERED that, pursuant to rule 2.400(a) of the California Rules of Court, after being filed with the court, the original Notice to Appear (citations) forms may be removed from the court temporarily by a duly authorized representative of SecureOne Data Solutions and transferred to their Cerritos, California, location for purposes of creating an optical image of the forms. Immediately upon completion, the original Notice to Appear forms shall be returned to the court.

This administrative order is effective immediately and is to remain in effect until otherwise ordered by the Presiding Judge.

IT IS SO ORDERED.

Dated this 18th day of July, 2012

A handwritten signature in black ink, appearing to read "T.J. Borris", written over a horizontal line.

Thomas J. Borris  
PRESIDING JUDGE