



# Superior Court of California County of Orange

## Civil Limited, Unlimited and Complex

UPDATE –Wednesday, June 10, 2020

**Effective May 26, 2020, the court began processing Civil related matters as noted below. Due to social distancing requirements, the public will have limited access to court buildings. Unless the court orders otherwise, appearances will be conducted via remote appearance as noted below.**

**PLEASE READ THE INFORMATION BELOW CAREFULLY BEFORE TRAVELING TO THE CENTRAL JUSTICE CENTER.**

To address the workload impact of as a result of the COVID-19 pandemic the court has taken the following actions via Administrative Orders.

### 1. Filings received by the court during closure

- March 17, 2020 through May 22, 2020 were holidays for purposes of computing the time to file civil documents in court under Code of Civil Procedure sections 12 and 12a. (Gov. Code § 68115(a)(4).)
  - Electronically filed documents that are automatically processed by the court's case management system, and reflect a "filed" date designated a court holiday under the Emergency and Implementation Orders, will be deemed filed on May 26, 2020, the court's first business day.
  - All other documents received by the court during the designated holiday period, which are not associated with essential functions, will be deemed filed on May 26, 2020, the court's first business day.

### 2. Filings received by the court as of May 26, 2020

- The court began processing Civil filings as of May 26, 2020.
- All Civil Limited, Unlimited and Complex filings shall be submitted via eFiling through an approved eFiling Service Provider with the exception of filings by self-represented litigants.

Self-represented litigants may also submit filings to the court as follows:

- By email to [CivilSRL@occourts.org](mailto:CivilSRL@occourts.org). Party is to provide a phone number for court contact;
- By drop-box located by the front entrance of the Central Justice Center. Party is to provide a phone number for court contact;
- In person-by appointment only- appointment can be scheduled through the court's website <https://www.occourts.org/media-relations/CourtCalendarAppointments.html>;
- By US Mail at 700 Civic Center Drive West, Santa Ana, CA 92701.

If filings fees are due, the parties will be contacted by phone regarding payment.

### 3. Rescheduled hearing plan

- All hearings have been rescheduled as outlined in the Third Amended Administrative Order 2020/06, with notice to all parties.

### 4. Appearances

Due to various restrictions relating to the COVID-19 pandemic, the court will significantly limit in-person appearances until further notice. Unless specifically ordered otherwise by the court, hearings in Civil Limited, Unlimited and Complex will be heard via remote appearance.

#### In-person appearances

- Starting July 2, all Judgement Debtor Examinations will be scheduled for in-person appearance at the Civil Complex Center located at 751 West Santa Ana Blvd, Santa Ana, CA 92701.

#### Remote appearances

Remote appearance will be conducted as noted below.

#### ➤ **For hearings scheduled in Departments C61, C62, and C66:**

- Appearances will be conducted by video via Microsoft Teams, unless ordered otherwise by the court on a case-by-case basis.
- If a party does not have the ability to connect via video, the party is to call the courtroom or 657-622-8513 to request an alternate means to appear.
- Further instructions regarding Microsoft Teams are available on the Court's Civil COVID-19 website. Click on the "Remote Hearing Instructions" link posted on the top box of the Civil COVID-19 website page as shown below.

[Remote Hearing Instructions](#) 

CLICK HERE TO APPEAR FOR C61, C62 AND C66 HEARINGS

#### ➤ **For hearings scheduled in Department C3:**

- Appearances will be conducted by telephonic appearance through CourtCall.
- To schedule a telephonic appearance via CourtCall, call 1-888-882-6878 or schedule online via their website at <https://courtcall.com/?c=CCHOME>.
- Consistent with California Rule of Court 3.670, a party that has received a fee waiver will not be charged the fees for telephone appearance. CourtCall will collect the required fees from all other parties. This action is supported by the Second Statewide Order dated March 30, 2020, Executive Order N-38-20 and the court's Third Amended Administrative Order 2020/06.
- Parties who have not appeared in their case prior to the hearing and seek a fee waiver can submit their fee waiver request to the court in advance of the hearing date as follows:

- By email to [CivilSRL@occourts.org](mailto:CivilSRL@occourts.org). Party is to provide a phone number for court contact;
- By drop-box located by the front entrance of the Central Justice Center. Party is to provide a phone number for court contact;
- In person-by appointment only- appointment can be scheduled through the court's website <https://www.occourts.org/media-relations/CourtCalendarAppointments.html>;

Self Help assistance is available to the public via telephone at 657-622-8511.

- For Civil Unlimited and Complex hearings scheduled in **all other departments**:
  - Unless otherwise ordered by the court, all Unlimited and Complex proceedings will be conducted via telephonic appearance through Court Call with each party/attorney having the option to appear by Court Call video if the judge, in his/her discretion, permits a video appearance instead of an audio appearance.
  - Consistent with California Rule of Court 3.670, a party that has received a fee waiver will not be charged the fees for telephone or video appearance. CourtCall will collect the required fees from all other parties. This action is supported by the Second Statewide Order dated March 30, 2020, Executive Order N-38-20 and the court's Third Amended Administrative Order 2020/06.
  - Further information regarding Court Call is available on their website at <https://courtcall.com/?c=CCHOME>.

### **Civil Unlimited and Complex courtroom specific procedural information**

- Additional department specific procedural information will be posted under the department specific website as follows:
  - Civil Tentative Rulings: <https://www.occourts.org/directory/civil/tentative-rulings>