

INFORMATION SHEET—EX-PARTE MATTERS

NOTICE REQUIREMENTS

ALL NON-DOMESTIC VIOLENCE RESTRAINING ORDER EX-PARTE APPLICATIONS.

Notice must be given by telephone or in writing, along with a copy of the moving papers and proposed orders, to the self-represented party or to the opposing attorney so that it is received not later than **10:00 a.m. on the court day before the ex-parte matter will be presented to the judicial officer**. A party may request the notice be waived by writing a declaration signed under penalty of perjury which explains facts showing good cause not to give the notice. A judicial officer may approve a waiver of notice for good cause.

Ex-parte applications shall be ruled upon on the same day if received by **10:00 a.m.** Submissions after **10:00 a.m.** shall be ruled upon by or on the next court day.

The court will rule on requests that are timely submitted no later than **5:00 p.m.** on the day of the submission. If an email address is provided, the court will send the ruling by email to all parties. Otherwise, rulings will be mailed to the parties.

EX-PARTE APPLICATIONS FOR A DOMESTIC VIOLENCE TEMPORARY RESTRAINING ORDER

Notice must be given by telephone or in writing to the self-represented party or to the opposing attorney so that it is received not later than **four (4) hours** before the time **the ex-parte matter will be presented to the judicial officer**. A party may request the notice be waived by writing a declaration signed under penalty of perjury which explains facts showing good cause not to give the notice. A judicial officer may approve a waiver of notice for good cause.

Domestic Violence Ex-parte applications shall be ruled upon on the same day if received by **2:00 p.m.** Submissions after **2:00 p.m.** shall be ruled upon by or on the next court day.

ALL EX-PARTE APPLICATIONS

1. Per Local Rule 700.7, ex-parte requests filed by represented parties must be filed electronically using the court's electronic service providers, unless the court excuses parties from doing so. Self-represented parties may file electronically or in person at the Family Law Clerk's Office located at Lamoreaux Justice Center, 341 The City Drive South, 7th Floor, Orange, CA 92868.
2. Notice of the Ex-parte Application must include:
 - a. A statement of the relief being requested from the court (example: a request to continue the trial; a restraining order is requested).
 - b. A statement that the opposing party is entitled to file an opposition and should appear in court at the time for which notice was provided to file the opposition.

Ex-parte family law discovery motions are governed by Rule 3.1203(a) of the California Rules of Court.