



Superior Court of California County of Orange

APPEARANCE PROCEDURE AND INFORMATION APPELLATE DIVISION

UPDATE – Friday, September 24, 2024

The **Appellate Division** hears appeals of Infraction (Traffic), Misdemeanor (Criminal), and Limited Civil cases, including Petitions for Writ of Mandate in Misdemeanor matters. In addition, the Appellate Division prepares appeal records for Unlimited Civil, Probate, and Family Law cases that are heard by the Court of Appeal.

In person services are available in the Civil Department Monday through Friday from 8:00 a.m. to 4:00 p.m.

1. Submission of filings

Appellate Division filings can be submitted in-person at the Central Justice Center, via eFiling through an approved eFiling Service Provider, or by US Mail at 700 Civic Center Drive West, Santa Ana, CA92701, Attention: Appellate Division.

Specific questions can be submitted via the “Ask a Question” button on the court’s website.

2. Appellate Oral Argument Procedure

- Appellate hearings are heard the fourth Thursday of each month.
- Appearances will continue to be conducted by videoconference pursuant to Appellate Division Administrative Order 21/01 and California Rules of Court, rule 8.885(b)(1), unless ordered otherwise by the court on a case-by-case basis.
- Further instructions for remote hearings are available on the court’s website. Click on the Remote Appearance Info tile on the home page. Then click Appeals & Records on the Remote Appearance Information page and click on the blue bar as shown below. Click on this link [Remote Hearing Instructions](#) for detailed instructions to download the video platform. Only persons who are authorized to participate in the proceedings may speak during oral arguments.

Appear for Appellate Hearings

- You will not be charged any fee to participate in oral argument by videoconference.
- If you have difficulty connecting to your remote hearing, call 657-622-8278 for assistance.

(a) Purpose

The purpose of this procedure is to provide greater access to justice, promote court efficiency, and facilitate remote proceedings. This procedure sets forth the remote proceeding protocols

pursuant to Appellate Division Administrative Order 21/01 Appellate Division Videoconferencing Order.

(b) Appearances in Appellate Division Proceedings

Unless the court orders otherwise, all proceedings in the appellate division will be set for a videoconference.

(c) Privacy and Security Settings

Nothing in this procedure is intended to modify current rules, statutes, or case law regarding confidentiality or access to confidential proceedings. A remote appearance by a party must have the necessary privacy and security settings appropriate for the proceeding. Persons appearing remotely shall ensure that their remote location affords the required level of privacy for the proceeding.

(d) Prohibition of Photography, Broadcasting, Recording, Streaming, and Filming

Photography, broadcasting, video recording, audio recording, electronic recording, filming, and streaming of court proceedings, whether in person or remote, is prohibited except as expressly authorized by California Rules of Court, rule 1.150, or Local Rule 180. Violation of the foregoing provisions, [Administrative Order 21/12](#), or Appellate Division Administrative Order 21/01 may result in the imposition of monetary sanctions in amounts of up to \$1,500 per violation pursuant to Code of Civil Procedure section 177.5; a citation for contempt in violation of Code of Civil Procedure section 1209(a)(5); prosecution for criminal violations of Penal Code section 166(a)(3, 4, or 5); or other sanctions as provided by law.

(f) Technology or Audibility Issues

The court's remote technology system is designed to ensure that all parties can fully participate in appellate division oral arguments. Nevertheless, parties may experience technological or audibility issues during remote appearances. In the event a party, official reporter, official reporter pro tempore, court interpreter, or other court personnel experience technology or audibility issues that arise during appellate division oral arguments, the person should notify the court by calling the technical support number at 657-622-8278.

(g) Confidentiality

All statutory confidentiality requirements apply equally to in-person and remote appearances. Nothing in this rule is intended to modify current rules, statutes, or case law regarding confidentiality or access to confidential proceedings.

(h) Public Access

As a general rule, oral arguments in appellate division proceedings are open to the public. (See Cal. Rules of Court, rule 8.885(b)(2)(C).) The press and public may access appellate division proceedings that are open to the public through the appearance button on the court's website as shown below.

