

# Superior Court of California County of Orange

HONORABLE RICHARD Y. LEE

**Department W15**

CLERK: Julie Barrera

COURT ATTENDANT: Lydia Wagoner

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[www.occourts.org](http://www.occourts.org)

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**A. Non-Law and Motion hearing (such as OSC, CMC, Post-Arbitration & Review Hearing, Default Prove-up Hearing, etc.) – Thursday at 1:30 p.m.**

Counsel shall comply with Cal. Rule of Court 3.110. Complaints must be served on all named defendants and proofs of service on those defendants must be filed within 60 days after the filing of the complaint, otherwise the Court will set an OSC re sanctions. See CRC, Rule 3.110(b), (f).

**B. Law and Motion – Thursday at 1:30 p.m.**

Please use the court's online reservation system to reserve a motion date. All moving papers in support of the motion (e.g., notice, memorandum of points and authorities, separate statement, declarations, exhibits, etc.) shall be filed within 24 hours of the reservation, or the reservation will be cancelled. This 24-hour filing requirement does not apply for Motions for Summary Judgement which should be filed per code.

In the absence of permission by the court, only one attorney for a party may present oral argument on a motion, application, or issue. Upon the request of a party, the court may, in its discretion, allow more than one attorney per party to argue. In making the request, counsel may present the issue of providing an opportunity for a less experienced attorney.

**C. Jury Trial and Court Trial – Monday through Wednesday at 9:00 a.m.**

See the Court's separate Standing Trial Procedures (Jury and Non-Jury).

**D. Ex Parte – Monday – Thursday at 1:30 p.m.**

The moving party shall make a telephonic reservation with the courtroom, no later than 12:00 p.m. the day before the hearing. Moving papers shall be filed no later than 1:30 p.m. the day before the hearing. Any party opposing the ex parte application shall make a telephonic call to the courtroom no later than 4 p.m. the day before the hearing. Any opposition brief should be filed as soon as possible. The Court rules on the majority of Ex Parte requests in chambers. See Code Civ. Proc. §166(a)(1).

**E. Electronic Signature**

Stipulations, pleadings, declarations, and other documents must be electronically signed before submission to the Court. Failure to comply will result in the document being rejected.