



CHAMBERS OF  
THOMAS J. NIXON  
*Presiding Judge*  
Department 1

René C. Davidson Courthouse  
1225 Fallon Street  
Oakland, CA 94612

**SUPERIOR COURT OF CALIFORNIA, COUNTY OF ALAMEDA**  
**GENERAL DIRECTIVE BY THE PRESIDING JUDGE**

**DIRECTIVE NO: 2024-12**

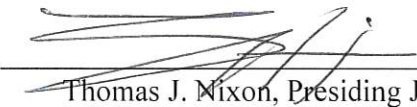
**SUBJECT: DELEGATION OF AUTHORITY TO CLERK TO  
PROCESS NOTICE ON HEARING ABOUT COURT FEES  
(JUDICIAL COUNCIL FORM FW-007)**

**Delegation of authority.** The clerk of the court is delegated authority to perform the following ministerial acts on behalf of the presiding judge, or his or her designee, when processing a *Notice on Hearing About Court Fees* (Judicial Council form FW-007):

1. Issue a notice of hearing **granting** the request for a hearing;
2. Issue a notice of hearing **denying** the request for hearing if it was not filed within ten days after notice of the denial of the request for a fee waiver (Government Code section 68634(g)); or,
3. Issue a notice of hearing **denying** the request for hearing if no request to waive fees has been denied by the Court.

This directive shall expire on December 31, 2024.

Issued: January 1, 2024

  
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Thomas J. Nixon, Presiding Judge  
Superior Court of California, County of Alameda