



**Superior Court of California
COUNTY OF ALAMEDA**

March 20, 2025

Notice to Attorneys and to All Interested Parties:

Invitation to Comment on Proposed Amendments to Local Rules and Forms

As required by California Rules of Court, Rule 10.613(g), the Superior Court of California, County of Alameda hereby distributes for public comment the attached proposal to amend its local rule.

The proposal also may be viewed [here](#) or [here](#). In addition, a hard copy of the proposal is available upon request by email at pcomments@alameda.courts.ca.gov or by phone at 510-891-6012.

Important dates:

- The last day to comment is **May 5, 2025, at 5:00 p.m.**
- The proposed amendment takes effect upon approval of the Chair of the Judicial Council or on **July 1, 2025**, whichever is sooner.

Text of Proposed Rules and Amendments: *see attached.*

Comments must be submitted in writing to:

Public Comments
Superior Court of California, County of Alameda
1225 Fallon Street, Room 209
Oakland, CA 94612
E-mail: pcomments@alameda.courts.ca.gov

Rule 5.12. Electronic filing and service in family proceedings

(a) **Mandatory use of electronic filing**

Effective April 1, 2023, represented parties and other represented persons must participate in electronic filing (e-filing) using a court-approved electronic filing service provider (EFSP) and must serve and accept service electronically, except by court order or if other service is required by law. Under rule 2.253(b)(4) of the California Rules of Court, anyone required to e-file may request an exemption by filing a Request For Exemption From Mandatory Electronic Filing and Service (form EFS-007) with the assigned department or, if not assigned, with the supervising judge of the family law division.

(b) **Permissive use of electronic filing**

Effective February 21, 2023, any party or other person may consent to participate in e-filing, using a court-approved EFSP, by filing a notice of consent with the court and serving all parties. Unless other service is required by law or court order, anyone who consents to participate in e-filing must serve and accept service electronically.

(c) **Effective dates**

The above effective dates may be reset by the court as posted on the court's website.

(d) **Additional requirements**

Documents must be e-filed in a searchable PDF format unless only a paper copy exists and must comply with the technical requirements listed on the court's website, which includes a list of court-approved EFSPs.

(e) **Exceptions**

The following documents may not be e-filed:

- (1) Bench warrants;
- (2) Subpoenaed documents;
- (3) Bonds;
- (4) Undertakings;
- (5) Certified judgments;

- (6) Out-of-state or out-of-county abstracts and commissions;
- (7) Sister-state judgments;
- (8) Subpoenas for out-of-state actions;
- (9) Payee data records;

~~(10) Any filing that requires parties to include a self-addressed stamped envelope; and~~

~~(11)~~(10) Any other document required by law to contain an original signature or to be filed in original form.

(f) Confidential documents

Documents e-filed in actions under the Uniform Parentage Act are confidential and do not require a court order to seal.

(g) Courtesy copies

Unless otherwise ordered by the court, paper courtesy copies of all e-filed documents must be delivered to the clerk of the assigned department on the same day as they are e-filed or by the next court day if the relevant hearing is scheduled two or more court days after the date of e-filing. Any courtesy copy that would otherwise be due on a non-court day is instead due on the next court day.

Rule 5.12 amended effective January 1, 2023; adopted effective July 1, 2022.