

Superior Court of California
County of San Luis Obispo

Court Administration

Tana Coates
Presiding Judge

Michael Powell
Court Executive Officer



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October 5, 2026

Notice of Local Rules Update

In compliance with California Rules of Court 10.613 and 10.614, the Superior Court is distributing for comment, proposed amendments to the local rules. The proposed changes will be effective January 1, 2027.

The following rules are proposed to be amended or adopted:

- RULE 10.03 CALENDARING CRIMINAL PROCEEDINGS
- RULE 10.05 CALENDAR EVENTS: MISDEMEANORS
- RULE 10.07 LAW AND MOTION PROCEEDINGS
- RULE 11.102 ADDRESSES AND TELEPHONE NUMBERS
- RULE 11.1701 PETITION FOR APPOINTMENT OF CONSERVATOR
- RULE 19.03 JUDICIAL ASSIGNMENTS AND CALENDARING
- RULE 19.12 REQUESTS FOR TEMPORARY EMERGENCY ORDERS
- RULE 19.13 REQUESTS FOR DOMESTIC VIOLENCE RESTRAINING ORDERS
- RULE 19.14 CALENDARING REQUESTS FOR ORDER, ORDERS TO SHOW CAUSE AND MOTIONS
- RULE 19.21 COURT APPEARANCE
- RULE 19.27 EXCHANGE OF FINANCIAL DOCUMENTS
- RULE 19.28 PRE-TRIAL MANAGEMENT ORDERS

- RULE 19.32 INCORPORATION OF MARITAL SETTLEMENT AGREEMENT INTO JUDGMENT
- RULE 19.42 APPOINTMENT OF COUNSEL FOR MINORS
- RULE 19.43 MINOR'S COUNSEL PANEL
- RULE 19.44 MINOR'S COUNSEL'S BILLING AND REIMBURSEMENT
- RULE 19.45 COMPLAINT ABOUT COUNSEL APPOINTED TO REPRESENT A MINOR CHILD
- RULE 19.46 PRESENCE AT TRIAL OF FAMILY COURT SERVICES EVALUATOR

The proposed changes are attached to this notice and may also be found online at:

<https://www.slo.courts.ca.gov/forms-filing/local-rules>. A hard copy of the proposed changes is available upon request.

Please submit all comments to LocalRulesComments@slo.courts.ca.gov within 45 days for consideration.

Michael Powell,
Court Executive Officer

RULE 10.03

CALENDARING CRIMINAL PROCEEDINGS

(a) Location of Arraignment

(1) In-Custody

The initial court appearance or Arraignment for defendants who are in custody in the County Jail will be held at the San Luis Obispo Court location.

(2) Out-of-Custody

The initial court appearance or arraignment for defendants who are not in custody at the county jail and are charged with a felony or misdemeanor offense will be held at the San Luis Obispo Court location.

(3) Felony Cases

All defendants charged with a felony offense regardless of where the offense occurred must be arraigned at the San Luis Obispo Court location. Felonies on entry of a plea of not guilty will be set for a Preliminary Hearing in accordance with the requirements of Penal Code section 859b.

(b) Date of Arraignment

(1) Arresting agencies releasing persons prior to an arraignment calendar hearing must fix the date of the appearance of the person arrested in the proper location of this Court at a regularly scheduled arraignment calendar not more than four weeks for felony defendants and not more than 90 days for all other defendants from the date of such release. If a further appearance date has been set by the Court then the date of appearance fixed by the law enforcement agency must be that date.

(2) Whenever an arresting agency releases a defendant and sets a court appearance date it must notify the clerk of the ~~court~~department in which the defendant is to appear.
(Subd (b) amended effective January 1, 2027.)

(c) Multiple Cases

(1) Felony Defendants

(a) Probation Violations

If a defendant is charged with a felony offense, all pending misdemeanor probation violations will be transferred to the department where the felony case is pending.

(b) Pending Misdemeanor Cases

If a defendant in custody is charged with a felony offense and a separate misdemeanor offense, all pending misdemeanor cases will be transferred to the department where the felony case is pending.

Rule 10.03 amended effective July 1, 2026.

RULE 10.05**CALENDAR EVENTS: MISDEMEANORS****(a) Arraignments**

The prosecutor shall give counsel or a self-represented defendant a copy of the complaint as well as any police reports contained in the court file at the arraignment. Absent good cause, pleas shall be entered within the time frame provided by Penal Code section 990. Following entry of a not guilty plea, a case will be set for a Pretrial Conference.

(b) Motions

Any pretrial motions, except in limine motions, must be noticed and heard prior to trial.

(c) Pre-Trial Conferences

The assigned prosecutor and defense counsel must discuss the case and attempt to resolve the case at the Pre-Trial Conference.

(d) Trial Setting Conference

If there is not a disposition of the case, a Readiness Conference and Trial will be set. Absent good cause, a All discovery ~~is to be complete by this conference~~ and all additional investigation ~~such as blood re-analysis,~~ shall have been completed when the trial date is set.

(Subd (d) amended effective January 1, 2027.)

(e) Court Trial

If a Court Trial is requested at the Arraignment, it will be set within four weeks. A Pre-Trial Conference will only be set upon request.

(f) Readiness Conference

The attorneys who will be trying the case shall appear at the Readiness Conference in the assigned department and at the Courtwide Readiness Conference.

(g) Continuance by Clerk

(1) A clerk of this Court may, upon the request of the defendant or counsel and with notice to the prosecuting agency, continue the initial arraignment of a defendant who is not in custody for up to seven calendar days.

(2) This authorization does not apply to any case in which a defendant has been charged with a felony.

(3) This authorization does not apply to any case in which a defendant has been released on bail or is charged with a crime of violence that may result in the issuance of a protective order pursuant to Penal Code section 136.2.

(h) Appearance by Counsel

Pursuant to statutory authority (Penal Code section 977(a)(1)) and case law, a defendant may appear by counsel if the accused is charged with a misdemeanor only, except as provided in Penal Code section 977(a)(2) and (a)(3) or unless otherwise ordered to be present by the Court.

Appearance by counsel without the defendant being present shall be deemed an appearance on behalf of the defendant. The failure of counsel to have all necessary authority and authorization to act for the defendant at any appearance is grounds for the Court to order the defendant's personal presence at the next appearance. If a represented defendant is not present when the case is calendared for trial or other evidentiary hearing, the attorney of record shall notify the defendant of the date, time, and place of the trial or hearing.

Rule 10.05 amended effective July 1, 2026; previously amended effective July 1, 2018.

RULE 10.07**LAW AND MOTION PROCEEDINGS****(a) Location**

All motions except Penal Code section 995 motions will be held before the judge to whom the case is assigned. Upon filing a Motion to Set Aside the Information pursuant to Penal Code section 995, the motion will be assigned to another judge on the Criminal Team unless the assigned judge did not preside over the Preliminary Hearing.

(b) Notice of Motion

Each notice of motion and motion shall be in writing and filed in each case number, when multiple case numbers are involved. The notice of motion and motion shall state the grounds for the motion and specify the date, department, and time for the hearing as well as an anticipated time estimate for the length of the hearing. The notice of motion and motion, as well as any written opposition and reply, shall be served and filed pursuant to California Rules of Court, rule 4.111, subdivision (a), unless such requirement is shortened by court order or waived by the opposing party. All moving papers shall be served and filed with the notice of motion. All papers filed in law and motion matters, and all motion proceedings, must comply with the applicable statutes, California Rules of Court, and these Criminal Court Rules. Cited authority must conform to the California Rules of Court, rules 1.200 and 2.100 through 2.306. Failure of either the moving or opposing party to file and serve points and authorities in support of their arguments may be construed by the Court that the motion is without merit, or as a concession to the merits of the motion. References to exhibits or declarations must state the number or letter of the exhibit and the specific page, paragraph, or line number.

(Subd (b) amended effective January 1, 2025.)

(c) Motions to Join

All motions to join must be made in writing. Any party seeking to join in any motion must set out the relevant facts and law as it relates to the joining party.

(d) Date of Hearing

Any motion requiring a hearing must be noticed for a date certain after confirming such date with the court clerk in the assigned department prior to noticing the motion. The motion must be noticed and heard prior to the Readiness Conference for misdemeanors and felonies.

(e) Format

The first page of each motion must specify immediately below the number of the case:

- (1) The date, time, and location, if ascertainable, of any scheduled or noticed hearing;
- (2) The anticipated length of the hearing;
- (3) The statutory basis for the motion;
- (4) The nature or title of any attached document other than an exhibit; and
- (5) The trial date, if set.

Documents bound together must be consecutively paginated.

(f) Penal Code Section 1538.5 Motions**(1) Motions to Unseal, Quash, or Traverse a Search Warrant**

- (a) Motions to unseal a search warrant affidavit or any part thereof shall identify the search warrant number associated with the affidavit.
- (b) Motions to quash or traverse a search warrant will be heard before the judge who signed the warrant, if available, in accordance with Penal Code section 1538.5, subdivision (b). If that judge is not available, the motion will be set in the assigned department.
- (c) When an accused is seeking to quash or traverse a search warrant, a copy of the search warrant and affidavit must be provided and attached to the moving papers except for any portions of an affidavit that remain sealed by order of the court.

(2) Motions to Suppress or Return Evidence

- (a) Motions by defendant to suppress or return evidence on a felony case may be heard in conjunction with and at the same time as a Preliminary Hearing if restricted to the evidence to be presented by the prosecution at the Preliminary Hearing or on a date set after the filing of an information in a felony case or a complaint in a misdemeanor case. **Timing.** –A written noticed motion to suppress or return evidence to be made at the Preliminary Hearing and any written opposition shall be filed in accordance with the time frames provided in Penal Code section 1538.5, subdivision (f). If a Penal Code section 1538.5 motion is made after an information is filed on a felony case or after the filing of a complaint on a misdemeanor case, all moving papers must comply with Rule 10.07(b).
- (b) **Contents.** A written noticed motion pursuant to Penal Code section 1538.5 must specifically describe and list the evidence which is the subject of the motion to suppress; and must specifically state the theory or theories which must be relied upon and urged for the suppression of the evidence; and cite the specific authority or authorities which will be offered in support of the theory or theories and must set forth a statement of facts upon which such theories is based upon which suppression of the evidence is urged in accordance with Penal Code section 1538.5, subdivision (a)(2).
- (c) **Hearing.** The defendant must be prepared to prove standing to object, and, in instances of warrantless searches, must be prepared to prove:
 - (1) That a seizure of the evidence took place; and
 - (2) That it was done without a warrant.

(g) **Requests for Orders Shortening Time**

Orders shortening time must be signed by the judge hearing the motion or a designee. The declaration in support of the request for an order shortening time must set forth good cause and must state facts concerning notice to, and the position of, opposing counsel, co-counsel, and counsel for co-defendants. Notice of an intent to request an ex parte order shortening time must be given to all parties no later than 10:00 a.m. the court day before the ex parte appearance, absent a showing of exceptional circumstances that justify a shorter time for notice.

(h) **Subpoenas Duces Tecum**

All subpoenas duces tecum in criminal cases must comply with Penal Code section 1326 Evidence Code section 1560, and—when applicable—Code of Civil Procedure section 1985.3, and must be returnable to the court. In the event materials that are the subject of a subpoena are received by a party, an attorney, or an attorney’s agent or investigator directly from the subpoenaed party, the person receiving such materials must immediately lodge such materials with the Clerk of the Court. The materials must not be opened, reviewed, or copied by the recipient without a prior court order.

(i) **Juvenile Records**

~~In criminal prosecutions the district attorney has an affirmative duty to disclose exculpatory and potentially exculpatory information pursuant to Brady vs. Maryland, 373 U.S. 83 (1963). Prosecutors are authorized pursuant to Welfare and Institution Code Section 827(a)(1)(B) to inspect the case files of juveniles. In the case where the District Attorney Office has prosecuted the juvenile, they are already in possession of those files. Professional competence, and compliance with Brady obligations, with a view to the expeditious and effective ascertainment of the truth regarding the matters involved, the prosecutor’s office shall first, in all cases, review the Welfare and Institutions Code, Section 600 case files and file a Welfare and Institutions Code, Section 827 petition in accordance with the law, with disclosure to the defense.~~

~~In cases where a foreign jurisdiction has information that would be discoverable pursuant to Brady, the prosecution shall, as near to the time of the filing as reasonably practicable,~~

notify the defense attorney of the existence, or possible existence of Brady material, and the jurisdiction where it would be sought. Juvenile records that are either in the possession of the prosecution or are sought by a party for use in an adult criminal prosecution require juvenile court review and approval prior to disclosure as provided in Welfare and Institutions Code section 827. This rule provides specific procedural requirements for the parties to ensure prompt and meaningful review of materials by the juvenile court and to avoid unnecessary delays of cases.

- (1) Inspection.** If a party has access to the juvenile file or materials in question, prior to filing a petition the party shall identify the specific documents they seek approval to disclose or use in a criminal case and shall provide the requested documents to the juvenile court for review without redactions and shall provide a separate copy of the document(s) with any proposed redactions if they are proposing any information be redacted prior to disclosure.
- (2) Prosecution in possession of exculpatory or impeachment information.** When the prosecution is in actual possession of exculpatory or impeachment material in a criminal case that requires juvenile court approval for disclosure, they have ethical obligations under *Brady v. Maryland* (1963) 373 U.S. 83 (*Brady*) and its progeny.

 - (a) Prosecution 827 petition:** If the prosecution files an 827 petition with the juvenile court for court approval to provide that material to the defense to satisfy their ethical obligations under *Brady* and its progeny, the prosecutor shall provide the requested document(s) to the juvenile court for review without redactions and shall provide a separate copy of the document(s) with any proposed redactions if they are proposing any information be redacted prior to disclosure.
 - (b) Defense 827 petition:** If the prosecution informs the defense that they are in possession of exculpatory or impeachment material that requires an 827 petition to disclose and provides specific information identifying the document(s) that contain the material, and the defense subsequently files an 827 petition seeking disclosure of that material, the prosecution shall lodge with the juvenile court a copy of the document(s) in question for review and a separate copy of the document(s) with proposed redactions if they are proposing any information be redacted prior to disclosure within 10 days of being served with notice for the petition.
- (3) Defense 827 petition.** When a party other than the prosecution independently files an 827 petition seeking disclosure of information, that party shall identify with specificity the documents they seek to the extent possible and shall provide specific information about the related criminal case and relevance of the information to enable the juvenile court to conduct a meaningful review of the file.

(Subd (i) amended effective January 1, 2027.)

Rule 10.07 amended effective July 1, 2026; previously amended effective July 1, 2010.

RULE 11.102**ADDRESSES AND TELEPHONE NUMBERS**

SUPERIOR COURT OF CALIFORNIA, COUNTY OF SAN LUIS OBISPO
1050 Monterey Street
San Luis Obispo, CA 93408

Office	Address	Telephone
Clerk	1050 Monterey Street, Room 220 San Luis Obispo, CA 93408	(805) 706-3600
Court Investigator	<u>Mailing address:</u> <u>1050 Monterey Street, Room 224</u> <u>San Luis Obispo, CA 93408</u>	<u>(805) 706-3608</u>
	<u>3608</u>	<u>(805) 706-</u>
Probate Examiner	1120 Mill Street	(805) 706-3608

~~Preapproved Matters~~
~~(Web Site)~~ ~~www.slo.courts.ca.gov~~

Amended effective January 1, 2027~~July 1, 2023~~; previously amended effective July 1, 2011, July 1, 2023.

RULE 11.1701**PETITION FOR APPOINTMENT OF CONSERVATOR**

- (a) A petition for appointment of a conservator of the person or estate must be filed on Judicial Council form GC-310, and the form must be complete. If the petitioner also wishes to be appointed a temporary conservator, a petition for appointment of temporary conservator must also be filed on Judicial Council form GC-111.
- (b) A petition for temporary conservatorship will be heard ex parte only if petitioner satisfies the requirements of Local Rule 11.113, and the following documents have been filed (an original and a copy) with the above petitions: (1) proof of service in compliance with Probate Code Sec. 2250(e)(2), or a showing that an exception is necessary “to protect the proposed conservatee or his or her estate from immediate or substantial harm” California Rule of Court 7.1062); (2) a Declaration Supporting a Good Cause Exception to Notice, in the form prescribed by California Rule of Court 7.1062(e); (3) Confidential Conservator Screening form (GC-312); (4) Confidential Supplemental Information form (GC-312); (5) a completed Order Appointing Court Investigator (GC-330) for the Judge’s signature; (6) an Ex Parte Application for Order Authorizing Completion of Capacity Declaration (GC-334); (7) a Citation for Conservatorship (GC-320); (8) a Citation (GC-320); (9) a Notice of Conservatee’s Rights (GC-341), with the required attachment (GC-341(MA)); (10) a Duties of Conservator form (GC-348) signed by the proposed conservator; (11) a completed Order Appointing a Temporary Guardian or Conservator (GC-140) for the Judges’ signature; and (12) a completed Letters of Temporary Conservatorship (GC-150).
- (c) The petition shall state facts that establish: (1) good cause for the appointment of a conservator (Probate code Sec. 2250.2(b); and (2) why granting a conservatorship is the least restrictive alternative for the protection of the conservatee (Probate code Sec. 1800.3(b);
- (d) The proposed temporary conservatee shall attend the hearing, unless the petitioner can present doctor’s declaration that the proposed temporary conservatee “is unable to attend the hearing by reason of medical inability” (Probate Code Sec. 2250.4(b)(0); or the Court Investigator has visited the proposed conservatee, and has reported to the court that the proposed conservatee is not willing to attend the hearing, and does not wish to contest the establishment of the temporary conservatorship, and does not object to the proposed temporary conservator.
- (e) ~~A separate copy of the petition and other papers filed must be provided to the Court Investigator’s office at 1120 Mill Street, Suite A, as soon as possible.~~ The Investigator is now required to do a Report pursuant to Probate Code § 2250.6 prior to the hearing on the petition for temporary guardianship, unless “it is not feasible to do so.” In the latter case, the Report must be completed no later than three court days after the hearing. Counsel are required to understand the demands on Court personnel when counsel decides to file and schedule petitions for temporary conservatorship. Court personnel are being required to complete their obligations under the amendments to the Probate Code that took effect in 2007 and 2008 under an unfunded mandate.
(Subd (e) amended effective January 1, 2027.)
- (f) Counsel or the proposed conservator should promptly file the required Capacity Declaration (GC-335) with the Dementia Attachment (GC-335) if “dementia powers” are requested under Probate Code Sec. 2356.5. An individual should not be deprived of any freedom or property for any significant period of time without a medical showing to the Court that he or she is unable to “provide for his or her needs for physical health, food, clothing and shelter” and/or is unable to “manage his or her own financial resources, or to resist fraud or undue influence.” Probate Code § 1821(a)(1) and (5).

Please see local form PR008 for an Order Appointing Counsel for the Conservatee. This form has been adopted for optional use. (Revised 1/1/13)

RULE 19.03

JUDICIAL ASSIGNMENTS AND CALENDARING

- (a) **Structure of the Family Law Division.** The Family Law Division of the San Luis Obispo County Superior Court is made up of three judicial officers and one family law facilitator. One judicial officer supervises the Division; one judicial officer hears matters in which the Department of Child Support Services has an interest; and ~~two each~~ judicial officers hears matters involving applications for Domestic Violence Protective Orders (Family Code [§ 6200 et seq.](#)) filed independently from an existing family law matter. All three judicial officers hear all other family law issues and may be available to mediate family law disputes if their workload allows them time to do so.
- (Subd (a) amended effective January 1, 2027.)*
- (b) **Assignment of Domestic Violence Matters.** An application for domestic violence restraining orders will be heard by the judicial officer assigned to the domestic violence calendar unless a family law action is already pending. If a family law action is already pending, the domestic violence restraining order application will be filed in the pending action (or consolidated with the pending action) and referred to the judicial officer to whom the case was assigned for all purposes. Temporary orders may be made by any of the Family Law Division judicial officers, or any assigned judge, until the matter can be heard by the judicial officer to whom the case was assigned for all purposes.
- (c) **Direct Calendaring System.** The Family Law Division operates under a direct calendaring system. When a case is filed or transferred to this court, it is immediately assigned to a judicial officer for all purposes pursuant to Family Code [§ 2330.3](#). Assignments to court commissioners are assignments to the commissioners for all purposes as a temporary judge. If the assignment is to a court commissioner, the commissioner shall act as a temporary judge for all purposes with respect to the case without further order of the court if a party fails to object to the matter being heard by a temporary judge before the temporary judge begins the proceeding or the party signs a written stipulation agreeing that the matter may be heard by a temporary judge. The duties and powers of the commissioner acting as a temporary judge in such assigned cases include but are not limited to conducting all pre-trial motions, requests for order, orders to show cause, applications for domestic violence restraining orders, trial of all issues framed by the pleadings and all post-trial motions and hearings, whether or not contested, and such other matters that arise while the commissioner is exercising the powers, duties and functions of a superior court judge. Relief from such stipulation shall be sought only as provided in California Rules of Court, [rule 2.816](#).
- (d) **Policy Encouraging Settlement and Efficient Case Management.** It is the policy of the court to encourage cooperation and consultations between parties and counsel to facilitate settlement, to avoid needless appearances and to achieve a prompt and cost-effective resolution of family law disputes. Parenting disputes are given the highest priority and continuances of hearing on parenting issues are discouraged.

Rule 19.03 adopted effective July 1, 2026. [P&PM 2.1; LR 19.00.1 repealed July 1, 2026]

RULE 19.12

REQUESTS FOR TEMPORARY EMERGENCY ORDERS

(a) Ex Parte Applications.

- (1) Ex parte requests may result in temporary emergency custody orders that change the custodial arrangement in existence prior to the filing of ex parte application. Such orders are frequently made under circumstances which give one of the parties a very limited time to respond. Accordingly, attorneys, parties, and services employed to prepare pleadings must adhere to the highest standards of good faith and honesty in preparing declarations in support of ex parte orders. If it is determined that a party is misusing the ex parte process, sanctions will be imposed.
- (2) In the event the requested orders modify existing custodial arrangements, the parties or their counsel must disclose that a requested ex parte order will change the existing custodial arrangement (status quo). If a custody order exists which the ex parte application seeks to modify, a copy should be provided as an exhibit to the request for order.
- (3) Requests for temporary emergency orders must be in writing. The moving party must contact the Family Law Clerk's Office at (805) 706-3600 to reserve a date and time for the request for temporary emergency orders to be reviewed by a judicial officer without appearances by the parties and counsel at the hearing.
- (4) The moving party must give notice of the request for temporary emergency orders to all other parties by 10:00 a.m. on the court day prior to the date reserved for the judicial officer to review the request for temporary emergency orders or provide the court with appropriate justification as to why compliant notice was not provided. (See Family Code [§ 215](#).)
- (5) All pleadings accompanying and including the request for temporary emergency orders must be filed by the moving party by 12:00 p.m. on the day before the reserved date. Fees must be paid when the pleadings are filed unless a fee waiver has been granted to the moving party.
- (6) All pleadings accompanying and including the [FL-300 Request for Order](#) for temporary emergency orders must be served on the other party as soon as possible, but in no event later than 4:00 p.m. the court day before the hearing. If the other party's (or attorney's) facsimile number or email address is known or publicly available, the pleading and notice must be served by facsimile transmission or email no later than 1:30 p.m.
- (7) If the pleadings are not timely filed or if the necessary fees are not paid (absent a fee waiver), the request for temporary emergency orders will not be heard. Exceptions to this rule will be entertained by the court only when the circumstances are shown to be extraordinary.
- (8) The moving party must file a declaration stating how the notice was given or facts to show that there is an exception to the requirement of service, and what the responding party was told. If exceptional circumstances are claimed, they must be specifically stated. Declarations regarding notice should comply with California Rules of Court, [rules 3.1203](#) and [3.1204](#). If the court grants the request for waiver of notice, then subsections (A)(4) and (A)(6) of this Rule are not applicable. ~~Either Judicial Council Forms or Local Forms may be used to satisfy this requirement. The declaration may be submitted on Judicial Council form FL-303 or in a declaration containing equivalent information.~~
- (9) The responding party must serve and file a [FL-320 Responsive Declaration to the Request for Order](#) with the court by the hearing date and time (9:45 a.m. on the date of the ex parte hearing unless the notice provides for a different time) in order for their response to be considered by the court.
- (10) Ex parte applications will be considered by a judicial officer on the basis of what appears in the pleadings only. If additional time is required to respond to a request

for temporary emergency orders, the court will consider a request for a one-day continuance of the request to permit a response to be prepared and filed, provided that a written statement of this request and a summary of the reasons for such request are served and filed prior to the ex parte hearing.

(Subd (a) amended effective January 1, 2027.)

(b) Declarations Required.

Declarations in support of requests for temporary emergency order and requests for domestic violence restraining orders must recite specific facts within the personal knowledge of the declarant which support the relief requested. If either a request for temporary emergency orders or a request for domestic violence orders propose to alter custodial arrangements, restrict visitation, or order the removal of one party from the family residence, the declaration must recite specific facts describing specific incidents and harm. [See California Rules of Court, [rule 5.151](#).]

(c) Emergency Nature of Request.

Declarations in support of a request for temporary emergency orders must include facts which show why the matter must be heard on an emergency basis as opposed to being heard on the court's regular request for order calendar. Emergencies do not include proposed revisions in custody or visitation to accommodate holiday, vacation, or birthday plans.

Rule 19.12 adopted effective July 1, 2026. [P&PM 2:5.1-2:5.4]

RULE 19.13 REQUESTS FOR DOMESTIC VIOLENCE RESTRAINING ORDERS

The [Domestic Violence Prevention Act](#) allows restraining orders, including custody orders, to be obtained on an expedited basis without the necessity of paying court fees and without giving advance notice to the other party. Domestic violence restraining orders may also create certain parenting presumptions.

(a) Declarations Required.

(1) If an Emergency Protective Order was issued by a law enforcement agency, the Emergency Protection Order must be attached to the declaration, if available.

~~(2)~~ The party seeking a domestic violence restraining order must disclose any other incident of domestic violence or abuse that was reported to any law enforcement agency, or resulted in criminal charges against either party, or resulted in the imposition of a period of probation, parole, or resulted in court-ordered restraints on the conduct of either party.

~~(2)(3)~~ Any declaration attached to the DV-100 Request for Domestic Violence Restraining Order or the DV-120 Response to Request for Domestic Violence Restraining Order must comply with the length, form, format, and content requirements provided in California Rules of Court, rule 5.111. The judicial officer has discretion to consider any non-compliant declarations. The court clerk shall not reject for filing a request for domestic violence restraining order compliant with the requirements under Family Code § 6300(c).

(Subd (a) amended effective January 1, 2027.)

(b) Child Custody Orders.

Any person seeking custody of or visitation with a child must disclose in their application all of the following information:

(1) What facts establish the parental relationship;

(2) Whether any custody or visitation orders were previously issued by any court; and

(3) The specific terms of those orders (a copy of existing orders should be attached if available.)

(c) Notice.

The ex parte notice requirements set forth in Rule 19.12(a) do not apply to petitions brought pursuant to the Domestic Violence Prevention Act.

(d) Accuracy.

The parties must maintain the highest standards of good faith and accuracy in their declarations. Any attempt to use the Domestic Violence Prevention Act process as a strategy to gain an improper litigation advantage, including the failure to make full disclosure of all existing cases and orders in any court which involve or have involved the parties or any minor children, may subject the party to monetary sanctions, and such conduct may influence the orders made by the court when the matter is heard.

Rule 19.13 adopted effective July 1, 2026. [P&PM 2:5.5]

RULE 19.14 CALENDARING REQUESTS FOR ORDER, ORDERS TO SHOW CAUSE AND MOTIONS

- (a) **Calendaring of Hearings.** Requests for orders, motions and orders to show cause are calendared for hearing in the department to which the case has been assigned for all purposes. Each department hears requests for order and motions one day per week. A hearing date will be assigned when the moving papers are accepted for filing by the court clerk.
- (b) **Hearing Duration and Scheduling.** When a hearing will occur depends on the number, complexity, and statutory priority of the matters on calendar on a given date. The judicial officer will ask for a time estimate at the first appearance of the matter. In general, if one of the attorneys or parties believes a hearing, including the review of the moving papers, will take more than twenty minutes, the judicial officer will determine whether the matter will be heard on the date first set or reset to a further hearing date.
- (c) **Rescheduling for Lack of Timely Service.** If a request for order cannot be timely served, the moving party may request a new hearing date by filing an FL-306 Request to Reschedule Hearing.
- ~~(d) **Notice if Hearing Cannot Proceed.** Parties must notify the Family Law Clerk as soon as possible if the hearing cannot proceed because the request for order was not served.~~
- ~~(e)~~(d) **Matters Taken Off Calendar.** After the motion or request for order is served, the matter cannot be taken off calendar without the agreement of all parties in the case. A matter remains on calendar unless and until the court orders the matter off calendar.
(Subd (d) amended effective January 1, 2027.)

Rule 19.14 adopted effective July 1, 2026. [P&PM 2:6.1-2:6.4]

RULE 19.21

COURT APPEARANCE

- (a) **Personal Appearances Generally Required Absent Court Order.** Court appearances are often most efficiently and effectively conducted in person. Personal appearance at hearings is required, unless provided below, by statute, or order of the court. Remote appearance is the exception, not the norm. The court decides whether to grant a request for remote appearance on a case-by-case basis.
- (b) **Remote Appearances Permitted.** Parties and counsel may appear remotely for trial setting conferences, trial readiness conferences, voluntary settlement conferences, and appearances for which permission to appear remotely has been granted. Parties, witnesses, and support persons may appear remotely at domestic violence proceedings pursuant to Family Code [§ 6308](#).
- (c) **Appearances at Department of Child Support Services Hearing (“DCSS”).** Parties and counsel shall appear remotely at Department of Child Support Services hearings, unless otherwise ordered.

~~(d) **Application for Remote Appearances.** A Local Form FL015, Application for Videoconference Appearance and Order must be filed and served at least five (5) court days prior to the hearing. The other party has three (3) court days after filing of the application to object to the request. If the court does not grant the application, the appearance shall be in person. When court permission is required to appear by videoconference, a written application must be filed.~~

- ~~(1) Application. The application must identify each person requesting permission to appear by videoconference and explain the reasons for the request. Local Form FL015, Application for Videoconference Appearance and Order, may be used.~~
- ~~(2) Filing and service. The application must be filed and served on all other parties or persons entitled to notice at least five court days before the hearing. Proof of service must be filed by the same deadline.~~
- ~~(3) Objections. Any objection to the application must be filed and served at least two court days before the hearing. Proof of service must be filed by the same deadline.~~
- ~~(4) Service and time extensions. The application and any objection must be served by a method authorized by law and reasonably calculated to ensure receipt by the applicable deadline under this subdivision. The extensions of time for service by mail, overnight delivery, facsimile transmission, or electronic service under Code of Civil Procedure sections 1013 and 1010.6 do not apply to those deadlines.~~
- ~~(5) Late requests. The court may consider a request on shorter notice and must provide a reasonable opportunity to respond before ruling.~~
- ~~(6) Court determination. The court may grant the request upon a finding of good cause, unforeseen circumstances, or that remote appearance would promote access to justice.~~
- ~~(+)(7) In-person appearance. If permission is required and has not been granted, the person must appear in person.~~

~~(Subd (d) amended effective January 1, 2027.)~~

Rule 19.21 adopted effective July 1, 2026. [P&PM 2.4]

RULE 19.27

EXCHANGE OF FINANCIAL DOCUMENTS

- (a) **Purpose and Policy.** Motions such as a request for orders frequently involve high levels of anxiety and anger. The court's goal is to provide a cost-effective way to resolve disputes while minimizing anxiety and hostility. The following rules require the parties to exchange basic financial information that provides the basis for a settlement without expensive court intervention. In the event a settlement cannot be reached, the financial information exchanged between the parties may be presented to the court at a contested hearing. If any party fails to obey these rules, they may be required to pay sanctions and the attorney's fees occasioned by a failure to comply or by the need to continue the hearing.
- (b) **Applicability.** For any hearing in which orders for child support, spousal support, family support, or attorney's fees and costs, including modification, are sought, each party requesting or opposing the orders must serve all necessary and indispensable parties with the following documents concurrent with their FL-300 Request for Order or FL-320 Responsive Declaration to Request for Order. This rule does not require compliance at the time of filing a request or response under the Domestic Violence Prevention Act. The court may order compliance with this rule at any subsequent noticed hearing. Each party shall prepare and file a declaration compliant with subsection (g) of this rule and a proof of service verifying the date of service of the rule 19.27 documents with the court prior to the day of the hearing.
- (c) **Required Exchange – Individual Income and Financial Documentation.** The moving and responding parties must exchange:
 - (1) A copy of all payroll statements, paycheck stubs and/or evidence of all self-employment income received for last 180 days. If a party receives paycheck stubs, then they shall produce complete paycheck stubs showing all deductions.
 - (2) A copy of the two most recent individual state and federal income tax returns, and returns filed in any other jurisdiction, including all attachments, schedules, worksheets, W-2 forms, 1099 forms and amendments.
 - (3) A current [FL-150 Income and Expense Declaration](#).
 - (4) If a party is self-employed, a profit and loss statement, balance sheet, quarterly sales tax report and similar documentation evidencing income received or similar documentation for income received from all sources for the preceding twelve (12) months for any business operated by the party.
 - (5) A complete copy of each statement issued by any financial or banking institution for any business or personal account, including but not limited to, checking, saving, credit union accounts, and other deposit accounts held in the name of a party, the name of a party's business, and accounts to which a party is a signatory during the preceding twelve (12) months. This subsection does not require the exchange of credit card statements and investment account statements, although the court may require their exchange if good cause is shown.
 - (6) **Peer-to-Peer and Digital Payment Platforms.** A copy of any and all statements and transaction records for the preceding twelve (12) months for any peer-to-peer or digital payment platform or service through which the party sends, receives, transfers, or stores funds, including, as of the effective date of this rule, platforms such as Venmo, PayPal, Cash App, and Apple Cash; these examples are illustrative only and do not limit the scope of this subsection.
 - (7) **Cryptocurrency and Digital Asset Platforms.** A copy of any and all statements, account summaries, and transaction records for the preceding twelve (12) months for any cryptocurrency, digital asset, blockchain-based asset, token, or similar digital financial asset platform, exchange, wallet, brokerage, or service through which the party holds, controls, transfers, trades, stakes, mines, or otherwise acquires such assets, including, as of the effective date of this rule, platforms such as Coinbase, Crypto.com, Kraken, and PayPal Crypto; these examples are

illustrative only and do not limit the scope of this subsection.

- (d) **Business and Corporate Documentation.** If a party has at least a twenty-five percent (25%) ownership interest in a business entity that files tax returns, then that party must additionally provide:

- (1) Copies of the two most current corporate tax returns filed in any jurisdiction, including all schedules, worksheets, attachments, forms and amendments.
- (2) Copies of all corporate bank statements for the preceding twelve (12) months.
- (3) Copies of the most recent profit and loss statement, balance sheet, quarterly sales tax reports and similar documentation evidencing income received from all sources for the preceding twelve (12) months for any business operated by the party.
- (4) **Peer-to-Peer and Digital Payment Platforms.** A copy of any and all statements and transaction records for the preceding twelve (12) months for any peer-to-peer or digital payment platform or service through which the corporation or business sends, receives, transfers, or stores funds, including, as of the effective date of this rule, platforms such as Venmo, PayPal, Cash App, and Apple Cash; these examples are illustrative only and do not limit the scope of this subsection.

~~(e)~~(5) **Cryptocurrency and Digital Asset Platforms.** A copy of any and all statements, account summaries, and transaction records for the preceding twelve (12) months for any cryptocurrency, digital asset, blockchain-based asset, token, or similar digital financial asset platform, exchange, wallet, brokerage, or service through which the corporation or business holds, controls, transfers, trades, stakes, mines, or otherwise acquires such assets, including, as of the effective date of this rule, platforms such as Coinbase, Crypto.com, Kraken, and PayPal Crypto; these examples are illustrative only and do not limit the scope of this subsection.

~~(f)~~(e) **Service of Rule on Unrepresented Party:** The moving party must serve a copy of this rule on any unrepresented party.

~~(g)~~(f) **Duty to Secure Documents; Sanctions:** Each party must take whatever steps are necessary to secure the documents listed above. Non-compliance and/or bad faith delays are not an option and will normally be sanctioned.

~~(h)~~(g) **Declaration of Compliance and Explanation of Noncompliance:** The rule 19.27 documents must be served with a declaration signed by the party identifying each document being produced and the dates of the documents. If a party does not timely produce any of the required documents, the noncomplying party must state what documents were not produced, why they were not produced, what efforts are being made to obtain them, when they will be available, if known, and the identity and location of the entity who has them. Optional Local Form FL017 “Declaration Pursuant to San Luis Obispo County Local Rules, rule 19.27” may be used for this purpose.

~~(i)~~(h) **Continuances and Supplemental Compliance:** Except as provided in subsection (j) and unless ordered by the court, parties are not required to supplement their rule 19.27 documents when their hearing is continued. Parties may request an order for supplemental compliance with rule 19.27 at any hearing for support or attorney’s fees and costs. Parties may obtain a Family Centered Case Resolution Conference date for supplemental rule 19.27 compliance by serving and filing a Local Form [FL014 Request for Status or Family Centered Case Resolution Conference](#).

~~(j)~~(i) **Income and Expense Declaration Updates:** If any facts have changed, or more than ninety days have passed, since the filing of their last [FL-150 Income and Expense Declaration](#), each party shall serve and file a current [FL-150 Income and Expense Declaration](#) at least five (5) days before any hearing regarding spousal support, child support, or attorney fees and costs.

~~(k)~~(j) **Department of Child Support Services Matters:** On motions initiated by the Department of Child Support Services, the parties must comply with rule 19.27 upon demand and provide proof of service of the documents upon all parties. Compliance is not necessary where welfare benefits are being expended on behalf of the child or disclosure is otherwise prohibited by Family Code [§ 17212](#), in which case compliance will be at the court’s

discretion.

Rule 19.27 amended effective January 1, 2027; adopted effective July 1, 2026. [P&PM 2:8.2]

RULE 19.28

PRE-TRIAL MANAGEMENT ORDERS

(a) Applicability and Order of Control.

- (1) Case-Specific Orders Control.** Any case-specific pretrial management order issued by the court controls over an inconsistent requirement of this rule, but only as to the subject addressed in the case-specific order. A case-specific order addressing one or more pretrial requirements does not excuse compliance with any other applicable requirement of this rule unless the order expressly provides otherwise.
- (2) Default Pretrial Management Orders.** Except to the extent modified by a case-specific court order, the applicable requirements and deadlines in this rule apply without the need for the court to issue a separate pretrial management order.
- (3) Covered Proceeding.** For purposes of this rule, “covered proceeding” means a trial or hearing at which the Family Law Department is scheduled to decide whether to grant, deny, or modify requested relief or to decide another disputed issue. A covered proceeding includes a matter decided on declarations, documents, oral argument, testimony, or any combination of them. It includes proceedings involving dissolution, legal separation, nullity, parentage, child custody or parenting time, child support, family support, spousal support, attorney’s fees and costs, property, the Domestic Violence Prevention Act, contempt, an order to show cause, or any other matter heard by the Family Law Department.
A covered proceeding does not include a non-appearance status review, status conference, trial-setting conference, settlement conference, mediation, or another appearance held solely to schedule or manage the case. An ex parte or emergency hearing is not a covered proceeding unless the court orders otherwise.
- (4) Half Day.** Each morning or afternoon for which a covered proceeding is set counts as one half day. Two half days constitute one day of court time, whether they are set on the same calendar day or on different calendar days.
- (5) Scheduled Proceeding.** “Scheduled proceeding” means the first date and time set for a covered proceeding.

(b) Comprehensive Pretrial Management.

- (1) Applicability.** Unless otherwise ordered by the court, a covered proceeding set for more than two half days is subject to the Comprehensive Pretrial Management requirements in this subdivision.
 - ~~(a) All trials and long cause hearings (as defined by California Rules of Court, rule 5.393(a)(1) (2)) shall be subject to the following pre trial management orders, which may be modified at the court’s discretion, unless the court designates a particular matter as not subject to pre trial management pursuant to subsection (g) of this rule. Unless otherwise ordered, the requirements and deadlines set forth in this rule apply as default pre trial management orders. Any case specific order controls only as to the subject addressed in that order, and all other requirements and deadlines of this rule remain in effect unless otherwise ordered.~~
- (1) Definition.** For purposes of this rule, “scheduled proceeding” means the date and time set for trial or long cause hearing in the matter.
- (2) No later than twenty-one (21) Court Days Before the Scheduled Proceeding.**

~~(b)~~**(a)**

Rule 19.27 Compliance: If financial matters are at issue including child support, spousal support, attorney’s fees, payment of debts, calculation

and/or payment of arrearages, and/or ability to pay sanctions, the parties must comply with rule 19.27. Failure to comply with this requirement may result in the court drawing an adverse inference against the noncomplying party.

~~(4)~~ **Rule 19.27 Compliance Due Date:** No later than twenty-one (21) days before the scheduled proceeding, the parties shall serve documents in compliance with rule 19.27 and file a declaration of compliance with the court.

~~(1)~~
~~(2)~~ **Income and Expense Declaration:** The parties shall file and serve a current and complete [FL-150 Income and Expense Declaration](#). “Current” is defined as being completed within the last ninety (90) days before the scheduled proceeding.

~~(2)~~
~~(2)(3)~~ **Income and Expense Declaration Contents:** The [FL-150 Income and Expense Declarations](#) shall include all supporting schedules and payroll documentation, including all most recent pay stubs showing current year-to-date income from all employers in the current year, and all W2s and/or 1099s from the previous tax year. If the prior year’s tax forms are not available, the party shall submit the final pay stub for the prior year showing year-to-date income. Self-employed parties shall provide all income documentation required under rule 19.27.

~~(e)(3)~~ **No later than fifteen (15) Court Days Before the Scheduled Proceeding.**

~~(a)~~ **Discovery and Trial Preparation:** The parties shall complete all discovery and basic trial preparation. A continuance will rarely be granted for the purpose of completing discovery. [See California Rules of Court, [rule 3.1332](#).]

~~(4)~~
~~(b)~~ **Disclosures:** If required by law, the parties shall ensure the preliminary and final declarations of disclosure required by Family Code § 2103 - § 2106 have been served, and that form [FL-141 Declaration Regarding Service of Declaration of Disclosure and Income and Expense Declaration](#) has been served and filed.

~~(2)~~
~~(3)(c)~~ **Case Conference:** The parties shall participate in a mandatory case conference. This conference is held outside the presence of the court and shall be a face-to-face meeting, either in-person or by remote appearance. The case conference is mandatory. The case conference must be completed at least ten (10) court days before the scheduled proceeding.

~~(a)(1)~~ **Expert Opinion on the Same Issue:** If experts designated by opposing parties are expected to offer opinion testimony on the same issue, counsel shall, no later than the Case Conference, meet and confer regarding the areas of agreement and disagreement, exchange the experts’ reports or summaries to the extent not already exchanged under applicable law, and be prepared to advise the court whether any stipulation or joint summary of disputed expert issues can be presented.

~~(4)(d)~~ **Witness Lists and Witnesses:** The parties or their counsel must exchange witness lists in writing.

~~(4)~~ **Witness List Due Date:** Witness lists shall be served and filed no later than fifteen (15) court days before the scheduled proceeding, or as ordered by the court.

~~(1)~~

~~(2)~~ **Extension of Witness List Deadline.** The court may extend the date for exchange of witness lists. No stipulation of the parties or counsel shall be effective to modify the deadline.

~~(2)~~
~~(3)~~ **Optional Witness List Form:** [FL-321 Witness List](#) may be used for the witness list.

~~(3)~~
~~(b)~~~~(4)~~ **Witness List Contents:** Witness lists must include the following information:

~~(a)~~ Witness's name.

~~(a)~~

~~(b)~~ Witness's contact information.

~~(b)~~

~~(2)~~~~(c)~~ Brief summary of the witness' expected testimony.

~~(a)~~~~(1)~~ If the witness will testify as an expert witness, attach a copy of the expert's resume and any written report prepared by that witness.

~~(3)~~~~(d)~~ A time estimate for the witness's direct testimony.

~~(4)~~~~(e)~~ A designation if the witness will testify by remote appearance.

~~(a)~~~~(1)~~ Witnesses are only allowed to testify by remote appearance if they are outside the limits of San Luis Obispo County and obtain approval of the court to testify remotely.

~~(b)~~~~(2)~~ Witnesses who testify by remote appearance must:

~~(1)~~~~(a)~~ Testify in a quiet location.

~~(2)~~~~(b)~~ Testify on a laptop or desktop computer with a stable internet connection; a smartphone or tablet is not acceptable.

~~(3)~~~~(c)~~ Have hard copy printouts of all exhibits to which they will be testifying.

~~(e)~~~~(3)~~ Parties who anticipate a witness appearing by remote appearance must notify the other party prior to the Trial Readiness Conference.

~~(5)~~~~(e)~~ **Exhibit Lists and Exhibits:**

~~(a)~~~~(1)~~ **Exhibit List Due Date:** Exhibit lists and exhibits shall be served and filed no later than fifteen (15) court days before the scheduled proceeding, except as ordered by the court.

~~(b)~~~~(2)~~ **Exhibit List:** Each side must prepare an [Exhibit List](#) that briefly describes each exhibit that they may offer.

~~(1)~~~~(a)~~ **Exhibit List Form:** The use of Local Form FL019 [Exhibit List](#) is mandatory.

~~(2)~~~~(b)~~ **Exhibit List Email Submission:** Prior to the scheduled proceeding, each party or counsel shall email an editable Word document version of their Local Form FL019 Exhibit List to the clerk of the scheduled proceeding department, using the department email address specified in rule 19.10, Designated Department Email Addresses.

~~(3)~~~~(c)~~ **Summary Page:** Exhibits comprised of several pages of financial data shall have a summary page that explains what is to be established by the exhibit.

~~(4)~~~~(d)~~ **Identification:** Unless otherwise directed by the court, Petitioner shall label their exhibits beginning with P-1; Respondent shall label their exhibits beginning with R-1;

Minor's Counsel shall label their exhibits beginning with M-1; DCSS shall label their exhibits beginning with D-1; Other Parent shall label their exhibits beginning with O-1; other parties shall label their exhibits beginning with X-1.

~~(5)~~(e) **Rebuttal/Impeachment:** Exhibits that are intended in good faith to be used only as impeachment are exempt from review and exchange.

~~(6)~~(f) **Audio and Video Files:** Each file containing audio or video material should, where practicable, be provided to the court on a separately labeled device (i.e., USB, flash drive), although multiple files may be provided on a single device if clearly identified. Filenames should include sufficient neutral descriptive information to identify the exhibit, for example, "Exhibit R-124 Video of Respondent during 12/22/20xx incident." The file name must be identified when offered into evidence. The party offering the audio or video material must provide equipment suitable for playing the material for the court's consideration. Parties must comply with California Rules of Court, [rule 2.1040](#) regarding providing a transcript of the electronic recording.

~~(e)~~(3) **Consequence of Noncompliance:** Exhibits not served and filed in compliance with this rule may not be considered and/or admitted by the court.

~~(d)~~(4) **No later than ten (10) Court Days Before the Scheduled Proceeding.**

~~(+)~~(a) **Case Conference:**

~~(a)~~(1) **Case Conference Due Date:** No later than ten (10) days prior to the scheduled proceeding, the parties shall complete the case conference required by subsection (d)(3). This component is mandatory, and compliance will not be excused, even if some settlement discussions occurred earlier in the case or prospects for settlement seem poor. The court will encourage cooperation by considering the sanction provisions of Family Code § 271. All settlement options must be thoroughly explored and methods of efficiently resolving disputed issues must be discussed.

~~(b)~~(2) **Case Conference Location:** In the event the parties are unable to agree upon a location for the Case Conference, and there is a valid reason for objecting to meeting at the default location of the courthouse where the case is assigned, the court shall set the location on ex parte application.

~~(e)~~(3) **Meaningful Meet and Confer:** A meaningful meet and confer settlement conference is one where the parties and their attorneys, if represented, attend, devote their full attention to the meeting, and legitimately discuss which issues may be resolved without trial. Failure to meet this requirement may result in monetary sanctions against the noncomplying individual(s). During the meet and confer, the parties and/or their attorney must discuss, at a minimum, the issues to be litigated at trial, the order of presentation of evidence, the testimony of any witnesses, and any agreed-upon facts or issues of law. The parties and/or their attorney must also discuss the introduction of admissible evidence so as to eliminate irrelevant and cumulative evidence.

~~(d)~~(4) **Exhibits:** Having exchanged exhibit lists and exhibits, the parties shall stipulate to the admission of, and foundation for, as many of the trial exhibits as possible. The parties may submit these

stipulations in writing to the court or advise the court of them orally upon the commencement of the scheduled proceeding. The parties must stipulate to the foundation for business records of health care providers, financial institutions, school records and for expert reports unless there is a valid reason to question their authenticity.

~~(4)~~ **Property Statement:** If the division of the estate is at issue, at the Case Conference, each counsel or self-represented parties must prepare a property statement that lists each asset, debt, claim for reimbursement and charge. The parties must state their contention as to the character of the property, its value, and proposal for division. A property division software report, [FL-160 Property Declarations](#), or the [FL-001 Schedule of Property “Fredman Form”](#) must be used. The court may, in its discretion, order counsel or self-represented parties to submit a joint property statement to the court.

~~(5)~~
~~(e)(6)~~ **Property Statement Filing Deadline:** The property statement shall be filed by each party no later than two (2) days prior to the scheduled proceeding.

~~(e)(5)~~ **No later than five (5) Court Days Before the Scheduled Proceeding.**

~~(4)(a)~~ **Trial or Hearing Brief:**

~~(a)(1)~~ **Applicability and Contents:** If a trial or hearing brief is required by California Rules of Court, court order, or this rule, it shall comply with California Rules of Court, rule 5.394, and shall also:

~~(4)(a)~~ Specify the time, date and duration of the case conference, or the reason why the case conference did not take place.

~~(2)(b)~~ Identify issues that have been resolved via settlement.

~~(3)(c)~~ Identify all issues that remain in dispute, summarize the facts relating to each issue and cite any applicable legal authority.

~~(4)(d)~~ Give an updated time estimate for trial or hearing.

~~(5)(e)~~ Provide any other information that will be helpful to the court in managing the trial calendar.

~~(b)(2)~~ **Trial or Hearing Brief Due Date:** No later than five (5) court days before the scheduled proceeding, each party shall serve and file any required trial brief.

~~(2)(b)~~ **Guideline Support Calculations:**

~~(a)(1)~~ **Support:** If child support or temporary spousal support is at issue, each party shall serve and file a computer-generated report setting forth their contention of guideline support. Any software used for generating said report shall be certified by the Judicial Council under California Rules of Court, [rule 5.275](#).

~~(b)(2)~~ **Retroactivity Periods:** Where retroactivity is sought and income or other relevant factors vary during the retroactivity period in question, separate guideline support calculations shall be provided for each such time period, with appropriate labels or other identification to assist the court and the parties.

~~(3)(c)~~ **Spousal Support Declaration:** If spousal support is at issue, the parties shall serve and file the [FL-157 Spousal or Domestic Partner Support Declaration Attachment](#), with information regarding the marital standard of living and each of the Family Code [§ 4320](#) factors, no later than five (5) court days before the scheduled proceeding.

~~(f)(c)~~ **Cases Not Subject to Abbreviated Pretrial Management.**

~~(1)~~ **Applicability.** Unless otherwise ordered by the court, every covered proceeding that is not subject to Comprehensive Pretrial Management under subdivision (b) is

subject to the Abbreviated Pretrial Management requirements in this subdivision. This includes every covered proceeding set for two half days or less.

(2) No Later Than Two (2) Court Days Before the Scheduled Proceeding.

Each party shall serve and file, as applicable:

- (a) Trial or Hearing Brief.** A trial or hearing brief identifying all issues in dispute, summarizing the facts relating to each issue and citing any applicable legal authority.
- (b) Support Calculation.** If child support or temporary spousal support is at issue, a computer-generated report setting forth the party's contention of guideline support.
- (c) Property Statement.** If the characterization, valuation, or division of property is at issue, a schedule of community and separate property of the parties showing each party's contention as to the character of the property, its value, and proposal for division.
- (d) Income and Expense Declaration.** If financial relief is at issue, a current and complete FL-150 Income and Expense Declaration. "Current" is defined as being completed within the last ninety (90) days before the scheduled proceeding.

(3) On the Day of the Scheduled Proceeding.

Each party shall:

- (a)** Exchange all exhibits the party intends to present, other than evidence intended solely for impeachment;
- (b)** Exchange a fully completed mandatory Local Form FL019, "Exhibit List," showing the number and briefly describing each exhibit; and
- (c)** Provide the court with a copy of the party's exhibits for note-taking.

- ~~(1) : In cases in which the court orders that the pre-trial management provisions of this rule shall not apply, the parties, or if represented, their counsel shall:~~
- ~~(1) On the day of the scheduled proceeding, exchange exhibits and a fully completed mandatory Local Form FL019 "Exhibit List" showing the number and brief description of all documentary evidence that a party intends to present, other than evidence intended solely for impeachment, and provide a copy of those exhibits to the court for note taking.~~
- ~~(2) Required Filings: At least 2 court days prior to the scheduled proceeding, serve and file:~~
- ~~(2) Trial Brief: A trial brief identifying all issues in dispute, summarizing the facts relating to each issue and citing any applicable legal authority.~~
- ~~(3) Support Calculation: A computer-generated report setting forth the party's contention of guideline support.~~
- ~~(4) Property Statement: A schedule of community and separate property of the parties showing each party's contention as to the character of the property, its value, and proposal for division.~~
- ~~(5) Income and Expense Declaration: A current and complete FL-150 Income and Expense Declaration. "Current" is defined as being completed within the last ninety (90) days before the scheduled proceeding.~~

Rule 19.28 amended effective January 1, 2027; adopted effective July 1, 2026. [P&PM 2:10]

RULE 19.32 INCORPORATION OF MARITAL SETTLEMENT AGREEMENT INTO JUDGMENT

No marital settlement agreement shall be approved by the court or incorporated by reference in a judgment unless:

- (a) The judgment refers to the settlement agreement or a separate stipulation signed and filed by the self-represented parties or the attorneys of represented parties provides that the agreement may be presented for court approval and incorporation into the judgment.
- (b) If both parties are represented by counsel, the marital settlement agreement shall be signed by both attorneys and the parties.
- (c) If only one party is represented by counsel, the marital settlement agreement shall include an acknowledgment by the self-represented party that they have been advised to consult an attorney regarding the agreement.

(e)(d) Where a judgment of dissolution or nullity of marriage or legal separation of the parties is to be granted upon the default of one of the parties, the signature of the spouse who has defaulted on any marital settlement agreement or on any stipulated judgment shall be notarized. (Family Code § 2338.5)

(Subd (d) amended effective January 1, 2027.)

~~If neither party is represented by counsel, the marital settlement agreement shall be signed by both parties, and the parties' signatures on marital settlement agreement must be notarized.~~

Rule 19.32 adopted effective July 1, 2026. [P&PM 2:7.2]

RULE 19.42**APPOINTMENT OF COUNSEL FOR MINORS**

In any proceeding covered by these rules, the court, in the best interests of the minor child(ren), may appoint private counsel to represent the interests of the child(ren) pursuant to Family Code § 3150 et seq. ~~Nothing in these rules prohibit a court-appointed evaluator from recommending to the court that counsel be appointed to represent the minor child. The recommendation must be made to the assigned Family Law judicial officer with copies of the transmittal letter to each of the attorneys for the parties, or to the parties if they are self-represented. All attorneys appointed pursuant to FC3151 who submit billings to the Court are required to provide copies of the billings to the parties each time the Court is billed for services. Billings to the Court must include a statement indicating that the parties have been provided copies.~~

Rule 19.42 amended effective January 1, 2027; (previously aAmended January 1, 2011/1/11.)

[LR 19.10]

RULE 19.43 MINOR’S COUNSEL PANEL

The court may maintain a list of attorneys approved to serve as minor’s counsel. Panel members must meet the requirements of California Rules of Court, rule 5.242. Eligible attorneys may request an application to join the Minor’s Counsel Panel from the Supervising Family Law Judge.

Rule 19.43 adopted effective January 1, 2027.

RULE 19.44**MINOR'S COUNSEL'S BILLING AND REIMBURSEMENT**

- (a) Minor's counsel shall bill for services rendered at least monthly. In no event may bills be submitted to the court (in court-paid cases) or the parties (in privately-paid cases) later than ninety (90) days after the date of service. Any billing submitted to the court's Fiscal Services more than ninety (90) days after the date of service will not be considered.
- (b) A minor's counsel's invoice shall contain the case number, minor's last name, date of service, rate, and hours. Invoices must not contain confidential information.
- (c) Minor's counsel must provide the parties with a copy of each invoice submitted to the court and include a statement of confirmation on the invoice.
- (d) Private-pay minor's counsel will be compensated at their private-pay rates, or at such other rate as serves the interests of justice. This rate may be adjusted at any time after the appointment of minor's counsel in the discretion of the court.
- (e) When minor's counsel's fees are advanced by the County, they will be compensated by the court at the following rates:

<u>Expense Category:</u>	<u>Minimum Increment</u>	<u>Reimbursement Rate:</u>
<u>Attorney Time</u>	<u>1/10th hour (6 minutes)</u>	<u>\$110.00/hour</u>
<u>Staff Time</u>	<u>1/10th hour (6 minutes)</u>	<u>\$50.00/hour</u>

- (f) These rates in no way limit the court in determining the reasonable sum of compensation of minor's counsel.
- (g) Travel time will not be compensated unless specifically authorized by the court. Only those costs which have been requested and authorized in advance will be approved. This requirement applies to all costs. Erroneously incurred costs will not be reimbursed. Prior to incurring any costs, minor's counsel must request authorization from a judicial officer. Authorization may be requested orally at the time of a hearing, or in writing. A request for order is not required for minor's counsel to raise these requests in writing, but minor's counsel shall ensure that all parties have notice and opportunity to respond to any request for costs. Reimbursement will generally not be authorized for parking, photocopying, or facsimile/fax costs, unless specially authorized in advance by a judicial officer.
- (h) Minor's counsel are not charged filing fees; filings should be submitted with a "fee waiver" request. Erroneously incurred filing fees will not be reimbursed.

Rule 19.44 adopted effective January 1, 2027. [LR 19:10]

RULE 19.45 **COMPLAINT ABOUT COUNSEL APPOINTED TO REPRESENT A MINOR CHILD**

- (a) Who May File Complaint.** In a family law proceeding in which the court appointed counsel for a minor child, any party, third-party claimant, counsel for any party, counsel for any third-party claimant, or the minor child may lodge a complaint about the performance of the appointed counsel with the court. Complaints will not be received from any person other than those identified in this subsection.
- (b) Form and Content of Complaint.** The complaint must in writing and titled “Complaint To Family Law Supervising Judge About Counsel Appointed to Represent a Minor Child.” The complaint shall be in the form of a pleading and shall substantially comply with California Rules of Court, rule 3.1110 (c) through 3.1110(g). The complaint must state the case name, the file number, and the name of the judicial officer to whom the case was assigned on the first page of the pleading. The complaint must state whether the complainant is a party, third-party claimant, counsel for any party, counsel for any third-party claimant, or the minor child. The complaint must specifically state the facts upon which the complaint about the performance of appointed counsel is based and shall be accompanied by any supporting documents or evidence.
- (c) Service Requirements.** The complaint shall be served on all parties, third-party claimants, counsel of the parties, counsel for the third-party claimants, and appointed counsel for the minor child. Proof of service shall be lodged with the complaint.
- (d) Lodging Procedure:** The complaint and proof of service must be lodged by (1) electronic mail to the department of the Family Law Supervising Judge, (2) hand delivery to the courtroom clerk in the department of the Family Law Supervising Judge, or (3) mailed to or placed in the drop box of the superior court in an envelope with "Attention: Family Law Supervising Judge" written on the face of the envelope.
- (e) Response to Complaint.** Any party, third-party claimant, counsel for any party, counsel for any third-party claimant, and counsel appointed to represent the minor child or children may respond to the complaint within ten (10) calendar days. The court may extend this time upon a showing of good cause.
- (f) Investigation.** The Family Law Supervising Judge may refer the complaint to the assigned bench officer to investigate or may investigate the matter directly.
- (g) Direct Investigation Procedure.** In the event the Family Law Supervising Judge elects to investigate the matter directly, they shall provide a report of their findings within the context of that investigation to the assigned bench officer within sixty (60) calendar days of the lodging of the initial complaint. Thereafter, the assigned bench officer shall respond either by setting the matter for a hearing or by serving a written response on the parties and their counsel within ninety (90) calendar days of the lodging of the initial complaint. A hearing is not required.
- (h) Referral to Assigned Bench Officer.** In the event the Family Law Supervising Judge elects not to investigate the matter directly, the assigned bench officer shall, within sixty (60) calendar days of the lodging of the initial complaint, respond to it either by setting

the matter for a hearing or by serving a written response on the parties and their counsel. A hearing is not required.

- (i) **Deemed Determination—No Referral.** If the Family Law Supervising Judge does not refer the complaint to the assigned bench officer within sixty (60) calendar days of the lodging of the initial complaint, the complaint shall be deemed determined not to warrant further investigation, even assuming all facts alleged are true and accurate.
- (j) **Deemed Determination—After Referral.** If the complaint is referred to the assigned bench officer and the assigned bench officer neither sets the matter for hearing nor serves a written response within ninety (90) calendar days of the lodging of the initial complaint, the complaint shall be deemed concluded without further action, even assuming all facts alleged are true and accurate.
- (k) **Record Retention.** All material reviewed in connection with the investigation of and response to the complained-issued pursuant to this section shall be maintained by the court in accordance with its record retention policies.

~~In a family law proceeding in which the Court appointed counsel for a minor child, any party, counsel for any party or the minor child may lodge a complaint about the performance of the appointed counsel. Complaints will not be received from non-parties:~~

~~The complaint must be in writing. The complaint must state the case name, the file number, the name of the judicial officer to whom the case was assigned and must be dated. The complaint must specifically state the facts upon which the complaint about the performance of appointed counsel is based.~~

~~The complaint must be lodged with the court by delivering it to the clerk of the court who must hand deliver it to the Supervising Judge of the Family Law Division. The complaint must be served by mail upon all parties or their counsel and upon minor's counsel.~~

~~Any party, counsel for any party, and counsel appointed to represent the minor child or children may respond to the complaint within 10 days. The court may extend this time upon a showing of good cause.~~

~~The Family Law Supervising Judge may refer the complaint to the assigned bench officer to investigate or may investigate the matter directly. Thereafter, a bench officer shall respond to it either by setting the matter for a hearing or by serving a written response on the parties and their counsel. A hearing is not required. (Adopted 7/1/11) *Rule 19.45 adopted effective January 1, 2027.*~~

[LR 19.20]

**RULE 19.46 PRESENCE AT TRIAL OF FAMILY COURT SERVICES
EVALUATOR**

Counsel and/or parties intending to secure the presence of Family Court Service Mediators or Evaluators for testimony at hearing/trial shall comply with the Family Court Services Subpoena Process.

Rule 19.44 adopted effective January 1, 2027.