Superior Court
State of California

CHAMBERS OF THE PRESIDING JUDGE
C. DON CLAY

COUNTY OF ALAMEDA

RENÉ C. DAVIDSON COURTHOUSE
1225 FALLON STREET, DEPT. #1
OAKLAND, CA 94612
(510) 891-6040
(510) 891-6276

SUPERIOR COURT OF CALIFORNIA, COUNTY OF ALAMEDA

GENERAL DIRECTIVE BY THE PRESIDING JUDGE

DIRECTIVE NO: **2013-23**

SUBJECT: **EXHIBITS IN CIVIL, FAMILY, AND PROBATE CASES**

1. All exhibits and other materials, including transcripts of depositions and administrative records, that are offered in evidence or otherwise presented at trials or hearings in civil, family, or probate matters will be returned at the conclusion of trial or hearing to the custody of the offering party. (See Code of Civil Procedure section 1952.)

2. At the conclusion of a trial or hearing and before the exhibits and other materials are returned to the offering party, any party may request the court to provide certified copies. The clerk will prepare and provide such copies forthwith at the expense of the requesting party.

3. In the event of an appeal, when the parties have been notified by the clerk of the reviewing court that the appeal has been set for argument (California Rules of Court, rule 8.256(b)), the parties must submit a notice to the clerk specifying the exhibits the party requests be transmitted to the reviewing court, attaching the originals or certified copies of those exhibits to the notice.

4. Upon good cause shown, the trial court may grant an exception or exceptions to this general directive.

This directive shall expire on December 31, 2013.

Issued: January 25, 2013

Hon. C. Don Clay – Presiding Judge
Superior Court of California, County of Alameda