



**DEPARTMENT 17 - COMPLEX LITIGATION
THE HONORABLE GEORGE C. HERNANDEZ, JR. PRESIDING**

COURT CONTACT INFORMATION FOR CLASS MEMBERS - CLASS NOTICES

To avoid delays in obtaining approval of proposed class notices, proposed notices should:

- In employment cases where a substantial part of the class is still employed by defendant(s), include a robust non-retaliation statement on page 1.
- Refrain from referring class members to the court's physical files for more information about the case. Rather, the notice should provide: (1) contact information (email, telephone, and U.S. Mail) for class counsel to answer class members' questions; (2) a URL to a web site, maintained by the notice/settlement administrator or class counsel, that has links to the notice and the most important documents in the case, viewable free of charge; and, (3) for persons who wish to review the court's docket in this case, a URL for the court's Domain (electronic docket) system and clear, instructions for locating documents in this case, as follows:

For a small fee, all of the pleadings and other records in this litigation, including the Settlement Agreement, may be examined online on the Alameda County Superior Court's website, known as 'DomainWeb,' at <https://publicrecords.alameda.courts.ca.gov/PRS/>. After arriving at the website, click the 'Search By Case Number ' link, then enter [_____] as the case number and click 'SEARCH.' Images of every document filed in the case may be viewed (for a charge) through the 'Register of Actions.'

You may also view images of every document filed in the case free of charge by using one of the computer terminal kiosks available at each court location that has a facility for civil filings.

- Direct class members not to contact the clerk for more information about the case.
- Refrain from including defense counsel's telephone or facsimile numbers or email addresses, unless plaintiff's counsel consents to such communications. (See CPRC 2-100.)