



**Superior Court of California
COUNTY OF ALAMEDA**

Local Rules effective July 1, 2022

TABLE OF CONTENTS

TITLE 1.	GENERAL AND ADMINISTRATIVE RULES	
Chapter 1	General and Administrative Rules	Page No.
Rule 1.1	Citation and effect of rules	1-1
Rule 1.2	Construction and application of rules	1-1
Rule 1.3	Effective date of these rules	1-1
Rule 1.4	Forms [Reserved]	1-1
Rule 1.5	Definitions	1-1
Rule 1.6	Judges' vacation day	1-2
Rule 1.7	Electronic devices in courthouses and other court locations	1-2
Rule 1.7.1	Prohibited activities in and around a courthouse	1-5
Rule 1.8	Facsimile filing	1-6
Rule 1.8.1	Additional rules for filing and hearings	1-7
Rule 1.9	Presentation of papers for filing in civil, family law, and probate	1-12
Rule 1.10	Composition of jury panels	1-14
Rule 1.11	Protocol regarding inter-court communication of domestic violence restraining orders	1-14
Rule 1.12	Juror Questionnaires	1-18
Rule 1.13	Failure to comply with these rules	1-19
Rule 1.85	Electronic filing of documents in criminal cases	1-19
Rule 1.86	Electronic filing of documents in juvenile cases	1-21
Rule 1.90	Remote proceedings	1-23
Chapter 2	Policies	Page No.
Rule 2.0	Policy against bias	1-25
TITLE 2.	[RESERVED]	

TITLE 3. CIVIL RULES

Chapter 1	Rules Applicable to All Civil Cases	Page No.
Rule 3.1	Title	3-1
Rule 3.10	Application	3-1
Rule 3.20	Designation of civil cases	3-1
Rule 3.25	Status or case management conference	3-2
Rule 3.26	Notice of death	3-2
Rule 3.27	Electronic filing and service	3-3
Rule 3.30	Law and motion	3-5
Rule 3.31	Discovery	3-6
Rule 3.35	Standing pretrial orders	3-6
Rule 3.50	Requirement for clerk's finding of reasonable diligence for substituted service	3-11
Rule 3.60	Default matters	3-11
Rule 3.70	Recovery of costs and attorney fees when judgment is for amount within small claims court jurisdiction	3-11
Rule 3.90	Failure to comply with these rules	3-11
Rule 3.95	Court reporters	3-12
Rule 3.97	Return of exhibits	3-12
Chapter 2	Limited and Unlimited Civil Cases	Page No.
Rule 3.100	Title	3-13
Rule 3.110	Application of this chapter	3-13
Rule 3.120	Assignment of cases	3-13
Rule 3.130	Notice of assignment	3-14
Rule 3.135	Service of notices	3-14
Rule 3.140	Designation of assigned judge in subsequent documents	3-15
Rule 3.150	[Reserved]	3-15
Rule 3.160	Unavailability of assigned judge	3-16
Rule 3.170	Case management	3-16

Chapter 3	Complex, Asbestos, and Silica Cases	Page No.
Rule 3.250	Determination of a case as a complex case or an asbestos or silica case	3-17
Rule 3.260	Assignment of complex, asbestos, and silica cases	3-17
Rule 3.280	Service requirements in asbestos and silica cases	3-19
Rule 3.285	Standard interrogatories in asbestos and silica cases	3-19
Rule 3.290	Case management for asbestos and silica cases	3-20
Chapter 4	Other Special Civil Case Types	Page No.
Rule 3.300	Cases involving the California Environmental Quality Act	3-21
Rule 3.310	Invitation to mediation [Repealed]	3-22
Rule 3.320	Preparation of the administrative record [Repealed]	3-23
Rule 3.330	Format of the administrative record	3-23
Rule 3.335	Disputes regarding the contents of the administrative record	3-24
Rule 3.340	Briefing schedule and length of memoranda	3-24
Rule 3.350	Settlement meeting	3-25
Rule 3.370	Statement of issues	3-25
Rule 3.380	Trial notebook	3-25
Rule 3.400	[Reserved] Other petitions for administrative or ordinary mandamus	3-26
Rule 3.500	[Reserved] Petitions to compel arbitration or to confirm an arbitration award	3-26
Rule 3.600	Unlawful detainers	3-26
Rule 3.610	Undertakings	3-26
Rule 3.620	Request for trial date	3-26
Rule 3.630	Notice that defendant has vacated premises and redesignation of case	3-27
Rule 3.640	Status conference	3-27
Rule 3.650	Applications for stays of execution or other extraordinary relief	3-27
Chapter 5	Alternative Dispute Resolution	Page No.
Rule 3.700	Use of alternative dispute resolution processes encouraged	3-28

Rule 3.710	Rules for alternative dispute resolution processes other than judicial arbitration	3-28
Rule 3.720	Alternative dispute resolution provider list	3-29
Rule 3.740	The ADR administration committee	3-29
Rule 3.750	Complaint procedure	3-30
Rule 3.760	Inquiries and complaints	3-30
Rule 3.800	Discovery Facilitation Program [Repealed]	3-31

TITLE 4. CRIMINAL AND TRAFFIC RULES

Chapter 1	General Provisions	Page No.
Rule 4.1	Title	4-1
Rule 4.10	Application	4-1
Chapter 2	Criminal Rules	Page No.
Rule 4.100	Organization	4-1
Rule 4.110	Adoption of uniform bail schedules	4-1
Rule 4.120	Special circumstances cases	4-1
Rule 4.130	Withdrawal of time waiver	4-2
Rule 4.140	Deadline for filing petitions to revoke supervision [Repealed]	4-2
Rule 4.150	Exhibits posing security or safety problem	4-2
Chapter 3	[Reserved]	
Chapter 4	Traffic Rules	Page No.
Rule 4.300	Transfer to county seat	4-3
Rule 4.310	Trial by declaration	4-4
Rule 4.320	Trial by declaration in absentia	4-4
Rule 4.330	Continuances	4-4
Rule 4.335	Defendant's personal appearance required at trial	4-4
Rule 4.340	Motion to re-open case adjudicated by bail forfeiture	4-5

TITLE 5. FAMILY AND JUVENILE RULES

Rule 5.1 Title 5-1

Division 1. Family Rules

Chapter 1	General Provisions	Page No.
Rule 5.5	Division Title	5-1
Rule 5.10	Office of the Family Law Facilitator	5-1
Rule 5.12	Electronic filing and service in family proceedings	5-1
Rule 5.15	Declaration of notice on application for emergency orders	5-3
Rule 5.17	Service of notice of initial status conference	5-3
Rule 5.20	Child visitation by a nonprofessional supervisor	5-3
Rule 5.25	Requests to set settlement conferences and trial dates	5-4
Rule 5.30	Motions and hearings	5-4
Rule 5.35	Requests to continue or drop a short-cause hearing, family law status conference, or a family centered case resolution conference	5-5
Rule 5.37	Application and Order for Telephone Appearance	5-6
Rule 5.40	Requests to continue settlement conferences, long-cause hearings, and trials	5-8
Rule 5.45	Conduct of status, case resolution, and settlement conferences	5-8
Rule 5.50	Conduct of trials	5-13
Rule 5.70	Guideline for spousal or partner support	5-13
Rule 5.71	Marital settlement agreements	5-14
Rule 5.72	Judgments involving child custody, child support, or spousal support	5-14
Rule 5.73	Submission of earning assignment orders	5-14
Rule 5.75	Child custody recommending counseling	5-14
Rule 5.80	Child custody evaluation	5-15
Rule 5.82	Complaints regarding court-appointed counsel for a child	5-17
Rule 5.85	Private mediation by stipulation	5-18
Rule 5.95	Title IV-D commissioners	5-18
Rule 5.100	Sanctions	5-18

Division 2. Juvenile Rules

Chapter 1	General Provisions	Page No.
Rule 5.501	Division title	5-18
Rule 5.502	Juvenile court administration	5-18
Rule 5.503	Filing reports	5-19
Rule 5.504	Calendaring and continuances	5-19
Rule 5.505	Required attendance at hearings	5-20
Rule 5.506	Discovery	5-20
Rule 5.507	Ex parte requests for orders	5-20
Rule 5.508	Health assessments	5-23
Rule 5.510	Court Appointed Special Advocates (CASA)	5-24
Rule 5.511	Interagency information sharing	5-25
Rule 5.512	Application for access to juvenile court records	5-27
Rule 5.514	Visitation before detention hearing	5-29
Rule 5.520	Objections in the nature of a general demurrer to a petition	5-30
Rule 5.522	Uncontested jurisdiction hearing settings; use as settlement conference	5-31
Rule 5.530	Procedures governing CALICO videotapes	5-31
Rule 5.532	De facto parents	5-32
Rule 5.533	Dependency mediation	5-33
Rule 5.534	Standing referral to dependency mediation in anticipation of dismissal	5-34
Rule 5.535	Standing referral to dependency mediation for family matters	5-34
Rule 5.536	Attorney competency requirements	5-35
Rule 5.537	Motions to be relieved as counsel for a parent	5-38
Rule 5.540	Procedure for complaints concerning dependency attorneys	5-38
Rule 5.541	Informing the court of other interest of a dependent child	5-40
Rule 5.542	Authorization for foster parents to approve school activities	5-42
Rule 5.543	Travel with foster parents and group homes	5-42
Rule 5.544	Disclosure of medical information to foster parents and other care providers	5-43

Rule 5.545	Disclosure of education and medical information to social workers and children’s attorneys	5-43
Rule 5.546	Welfare and Institutions Code section 388 petitions	5-43
Rule 5.547	Appearances on behalf of the Social Services Agency	5-44
Rule 5.551	Pretrial hearings	5-45
Rule 5.553	Calendaring cases involving placement failures and run-aways	5-45
Rule 5.555	Designation of statutory basis for declaring a section 707(b) offense	5-45
Rule 5.557	Notice to dependency attorney of section 241.1 reports	5-45

TITLE 6. [RESERVED]

TITLE 7. PROBATE RULES

Rule 7.1	Title	7-1
----------	-------	-----

Chapter 1	General Provisions	Page No.
------------------	---------------------------	-----------------

Rule 7.2	Electronic filing and service in probate proceedings	7-1
Rule 7.2.1	Electronic filing and service in mental health cases	7-3
Rule 7.5	Special settings	7-4
Rule 7.10	“Pre-grant” procedures	7-5
Rule 7.20	Use of alternative dispute resolution processes encouraged	7-5
Rule 7.30	Rules for alternative dispute resolution processes other than judicial arbitration	7-5
Rule 7.40	Alternative dispute resolution provider list	7-6
Rule 7.50	ADR Administration Committee and complaint procedure	7-6

Chapter 2	Ex parte Applications	Page No.
------------------	------------------------------	-----------------

Rule 7.105	Required Documents, Contents of Application and Declaration Regarding Notice	7-6
Rule 7.110	Time of Notice to Interested Persons and Person who Requested Special Notice	7-7
Rule 7.115	Contents of Notice and Declaration Regarding Notice	7-7

Rule 7.120	Ex parte Applications Excluded from Notice Requirement	7-7
Rule 7.125	Service of Papers	7-8
Chapter 3	Pleadings	Page No.
Rule 7.150	Copy of will and codicil	7-8
Rule 7.155	Title and Vesting Document	7-8
Rule 7.160	Required Community Property Allegations	7-8
Rule 7.165	Required Disclosure by Proposed Conservator of the estate or Proposed Trustee	7-9
Rule 7.170	Disinterested Petitioner Required for Compromise of Disputed Claim	7-9
Rule 7.175	Minimum Bond for Out-of-State Personal Representatives	7-9
Chs. 4 - 9	[Reserved]	
Chapter 10	Sales of Real and Personal Property in Decedent's Estates	Page No.
Rule 7.300	Reappraisals	7-9
Rule 7.310	Cash deposit on bids for real property	7-10
Rule 7.320	Disclosure of extraordinary costs	7-10
Rule 7.330	Notice of confirmation hearing	7-11
Rule 7.340	Appearance by bidders	7-11
Rule 7.350	Sale of specifically devised or bequeathed property	7-11
Rule 7.360	Sale of securities	7-11
Chapter 11	[Reserved]	
Chapter 12	Accounts and Reports of Executors and Administrators	Page No.
Rule 7.380	Notation of omitted schedules	7-12
Rule 7.390	Contents of account	7-12
Chapter 13	[Reserved]	
Chapter 14	Preliminary and Final Distributions	Page No.
Rule 7.400	Forms of decrees	7-13

Chapter 15	Compensation of Personal Representatives and Attorneys	Page No.
Rule 7.410	Extraordinary compensation when statutory compensation exceeds \$20,000	7-13
Rule 7.420	Extraordinary compensation for sales of real property	7-14
Rule 7.430	Extraordinary compensation for preparation of tax returns	7-14
Chs. 16 - 18	[Reserved]	
Chapter 19	Trusts	Page No.
Rule 7.500	Requirements of trustee's accounts	7-14
Rule 7.510	Contents of first account	7-14
Rule 7.520	Description of principal and income	7-15
Rule 7.530	Frequency for filing accounts	7-15
Rule 7.540	Service on beneficiaries when power sought is not conferred	7-15
Rule 7.550	Bond for trustee	7-15
Chapter 20	[Reserved]	
Chapter 21	Guardianships	Page No.
Rule 7.710	Notice to parties in related actions	7-15
Rule 7.720	Appearance of proposed guardian and minor	7-16
Rule 7.730	Waiver of court investigator fee	7-16
Rule 7.740	Notice of hearings on petitions for temporary guardianship	7-16
Rule 7.750	Inventory and appraisal required	7-17
Rule 7.760	Contents of inventories in no or cash-only asset cases	7-17
Rule 7.780	Accounts in guardianship proceedings	7-17
Rule 7.790	Requirements if use of estate is sought to support ward	7-19
Chapter 22	Conservatorships	Page No.
Rule 7.800	Hearing on the petition for appointment	7-19
Rule 7.810	General plan	7-19

Rule 7.820	Appointment of legal counsel for conservatees and proposed conservatees	7-20
Rule 7.830	Payment of court investigator fees	7-20
Rule 7.840	Disclosure of benefits received	7-21
Rule 7.860	Reports accompanying accounts	7-21
Rule 7.870	Status report required	7-22
Rule 7.880	Bond required	7-22
Rule 7.895	Additional contents for petitions filed by private professional conservators	7-22

TITLE 8. APPELLATE RULES

Chapter 1	General Provisions	Page No.
Rule 8.1	Title	8-1
Rule 8.10	Application	8-1
Rule 8.100	Dismissal upon failure to file opening brief	8-1
Rule 8.110	Record on appeal in traffic court matters	8-1
Rule 8.120	Briefs	8-1
Rule 8.140	Motions	8-2
Rule 8.150	Court reporter	8-2
Index		Index – 1
List of Effective Dates		LED – 1
Appendix A.	Local Forms	A – 1
Appendix B.	Guideline for Attorney Fees	B – 1
Appendix C.	Conservatorship (Probate & LPS) and Guardianship Fee Guidelines for the Public Guardian, the County Counsel, and the Public Defender	C – 1