

**Superior Court of California**  
County of San Diego  
**Electronic Filing “Type” Reference Guide**  
November 5, 2007

<b>Civil Case Class Filing Types</b>	<b>Courtesy Copy</b>
Abstract	no
Admission	no
Advance Trial Review Order	no
Amended Answer	no *
Amended Complaint	no *
Amended Cross Complaint	no *
Amendment	no ****
Answer	no *
Answer to Admissions	no
Answer to Interrogatories	no
Answer to Request for Production of Documents	no
Appeal, Abandonment of	alert
Appeal, Designation of	alert
Appeal Dismissed	alert
Appendix	no
Application	no ***
Association of Counsel	no
Attachment	no
Bankruptcy Notice	<b>yes</b>
Brief	<b>yes</b>
Case Management Conference Statement	<b>yes</b>
Certificate of Merit	no
Certificate of Progress	<b>yes</b>
Certificate of Service	no
Change of Address, Firm Name, Handling Attorney	no
Complaint	no *
Complaint in Intervention	no *
Cost Bill	no
Cross Complaint	no *
Declaration	<b>yes</b>
Default	<b>yes</b>
Demand	no
Demurrer	<b>yes</b>
Deposition Notice	no
Designation	no
Discovery	no
Dismissal	<b>yes</b>
Exhibit List	<b>yes</b>
Exhibits	<b>yes</b>
Interrogatories	no

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Joinder	<b>yes</b>
Joint Trial Readiness Conference Report	<b>yes</b>
Judgment	<b>yes</b>
Jury Demand	no
Jury Fee Deposit	no
Jury Instructions	yes
Jury Questions	yes
Letter	no
Lis Pendens	no **
Memorandum of Costs	<b>yes</b>
Memorandum of Points and Authorities	<b>yes</b>
Minutes	no
Motion (Noticed)	<b>yes</b>
Motion (Ex Parte)	<b>yes</b>
Motion In Limine	<b>yes</b>
Notice	no
Notice of Appeal	alert
Notice of Appearance	no
Notice of Hearing	<b>yes</b>
Notice of Intention to Move for New Trial	<b>yes</b>
Notice of Lodgement	<b>yes</b>
Notice of Stay	no
Notice of Withdrawal of Attorney	no
Objections	<b>yes</b>
Opposition	<b>yes</b>
Order	<b>yes</b>
Order (Good Faith)	<b>yes</b>
Order filed (Court Use Only)	no
Out of State Commission	<b>yes</b>
Peremptory Challenge	<b>yes</b>
Petition	no
Production	no
Proof of Service	no ***
Recommendation	no
Recommendation and (Proposed) Order	<b>yes</b>
Remittitur	no
Reply	<b>yes</b>
Request	no
Request to Produce	no
Satisfaction of Judgment	no

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Settlement Conference Brief	<b>yes</b>
Statement	no
Statement of Damages	no
Stipulation	no
Stipulation and (Proposed) Order	<b>yes</b>
Subpoena	no
Substitution of Attorney	no
Summons	no
Undertaking or Bond	no
Verification	no
Witness List	<b>yes</b>
Writ of Execution	no
Writ of Mandamus	<b>yes</b>
Writ of Attachment	<b>yes</b>

\* Courtesy copy required when filed with Demurrer/Motion for Judgment on the Pleadings/Motion to Strike or any motion that refers to or is related to the Complaint or Cross Complaint.

\*\* When filed by Pro Per litigant -- judge's signature, and therefore courtesy copy, required.

\*\*\* Courtesy copy required when attached to **any** document submitted for review or signature by the Court.

\*\*\*\* Courtesy copy required only when amendment requires signature/approval by the Court.

Alert = e-mail alert to Appeals Division when named documents are electronically filed.