

# e-Filing: What Does the Family Law Court Change Mean For You?

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# What is e-Filing?

The electronic transmission to a Court of a document in electronic form. (CA Rules of Court, Rule 2.250(b)(7))



Started November 15, 2021



# e-Filing Basics

- e-Filing requires an electronic filing service provider (EFSP)
- Mandatory for attorneys/represented litigants
- Optional for self-represented litigants (SRLs)
- Conventional filing (in-person at court) remains an option for SRLs
- Fax filing and e-mail filing via Resource Accounts no longer available



# e-Filing for Self-Represented Litigants

By the SRL (SRL's own  
EFSP account)



By an Advocate (via the  
Advocate's EFSP account)



# EFSPs

LASC presents 76 EFSP options

Need to confirm fees, services, process with each EFSP

Basic requirements:

- E-mail address
- Internet access
- Creation of an account
- Electronic payment information may be required
- PDF format for documents
- Electronic signature

The screenshot shows the website for the Superior Court of California, County of Los Angeles. The page is titled "Electronic Filing Service Providers" and includes a search bar and navigation menu. Below the title, there is a list of 16 EFSPs, each with a logo and name:

- Odyssey EFileCA
- TurboCourt
- County Process Service Inc.
- Saddleback Attorney Service, Inc.
- ACE Attorney Services, Inc.
- Sables Servco Service Of Process
- FileTime
- USA Express
- Tristar Software
- ACS Attorney's Certified Services
- Flat Rate Process Service
- Court Filing California
- Court Link
- Beyond E-Discovery
- Pacific Coast Legal Services
- US Legal Pro

# EFSPs and Fee Waivers

Odyssey is one EFSP option that allows e-filing on behalf of a self-represented litigant.

Fees:

- Court e-filing fee: \$2.25/envelope transaction
- No e-filing fees for DV Restraining Order applications
- Submit fee waiver request forms (FW-001 and FW-003) with initial e-filing to waive fees



For more information: <https://odysseyfileandservecloud.zendesk.com/hc/en-us/categories/360004180171-eFiling-Basics>

# Tech Requirements

E-mail



Internet

Electronic  
payment



PDF

Computer

Electronic  
signature



# e-Filing by Self-Represented Litigants

Can change from in-person to e-filing for the same case and also change EFSPs

Forms filed as separate pdfs in one envelope transaction

Processed documents are returned to the filer in 2 ways:

(1) EFSP; and

(2) the court's Resource Account emails

- court generated orders and court informational documents (e.g., DV-109 and DV-100)
- Sent to the email address registered with the EFSP (i.e., the filer)



# e-Filing for Self-Represented Litigants

An advocate is the filer

Filing is done through the organization's EFSP account

Available with Odyssey EFSP

Can include additional emails for the client/litigant to receive courtesy copies



# Add E-mails as Courtesy Copies

Filing Code	Client Ref #	Filing Description	Actions
DV w/ Minor Child – New Case Petition		DV-110	 

Courtesy Copies: the email address(es) you enter will receive a file stamped copy of the document if the court accepts the filing.

Preliminary Copies: the email address(es) you enter will receive a copy of the document as soon as the file is submitted to the court. The documents will not be file stamped.

Note: Courtesy and Preliminary Copies are not considered legal service. If the court rejects a filing these email addresses do not receive notification that the file was rejected by the court.

Note: If you have more than one filing you will need to enter these email addresses for each filing.

Courtesy Copies  
jolee@lafila.org

Preliminary Copies  
jolee@lafila.org

Filing on behalf of   
ASSOCIATED PARTIES

## Documents\*

Component	Name	Actions	Description	Security



# Electronic Conformed Copies

Electronically FILED by Superior Court of California, County of Los Angeles 11/30/2021 11:56 AM Sherri R. Carter, Executive Officer/Clerk, By Z. Chao, Deputy Clerk

21STRO06663

Assigned for all purposes to: David W. Swift, (Department, ST25).

## Request for Domestic Violence Protection

You must also complete form CLETS-001, Confidential CLETS Information, and give it to the clerk when you file this Request.

① **Name of Person Asking for Protection:**  
Jane Doe \_\_\_\_\_ Age: 21 \_\_\_\_\_

Your lawyer in this case (if you have one):

Name: Test Efiling DVRO Packet \_\_\_\_\_ State Bar No.: \_\_\_\_\_

Firm Name: \_\_\_\_\_

**Address** (If you have a lawyer for this case, give your lawyer's information. If you do not have a lawyer and want to keep your home address private, give a different mailing address instead. You do not have to give your telephone, fax, or e-mail.):

Address: 111 N Hill Street \_\_\_\_\_

City: LA \_\_\_\_\_ State: CA \_\_\_\_\_ Zip: 90012 \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

E-Mail Address: \_\_\_\_\_

Fill in court name and street address:

Superior Court of California, County of Los Angeles  
Stanley Mosk Courthouse  
111 North Hill Street  
Los Angeles CA 90012

Court fills in case number when form is filed.

Case Number:

② **Name of Person You Want Protection From:**  
Jamie Doe \_\_\_\_\_

Description of person you want protection from:

Sex: <input type="checkbox"/> M <input checked="" type="checkbox"/> F	Height: 6 _____	Weight: 150 _____	Hair Color: Brown _____	Eye Color: Brown _____
Race: White _____	Age: 21 _____	Date of Birth: 01/02/2000 _____		
Address (if known): 112 N Hill Street _____				
City: _____	State: California _____	Zip: 90012 _____		

③ **Do you want an order to protect family or household members?**  Yes  No

If yes, list them:

Full name	Sex	Age	Lives with you?	Relationship to you
Jack Doe	M	1	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	son
_____	_____	_____	<input type="checkbox"/> Yes <input type="checkbox"/> No	_____
_____	_____	_____	<input type="checkbox"/> Yes <input type="checkbox"/> No	_____

Check here if you need more space. Attach a sheet of paper and write "DV-100, Protected People" for a title.

④ **What is your relationship to the person in (2) ? (Check all that apply):**

# Court Emailed Documents

Mail - Julianna O. Lee - Outlook - Google Chrome  
https://outlook.office.com/mail/deeplink?popoutv2=1&version=20211129004.14

Reply all | Delete | Junk | Block

[Caution: External Sender] - Case # 21WHRO0[REDACTED] - Envelope # [REDACTED]

You forwarded this message on Mon 12/6/2021 1:47 PM

WH-FLNotification <WH-FLNotification@LACourt.org>  
Mon 12/6/2021 1:33 PM  
To: Julianna O. Lee

21WHRO0[REDACTED].pdf  
705 KB

PLEASE DO NOT REPLY TO THIS EMAIL.

Attached are the supplemental and/or signed court orders.

Thank you,

Los Angeles Superior Court  
Whittier Courthouse

Reply | Forward

- Conformed manually – usual stamp, not electronic banner at the top
- Examples: DV-109 and DV-110
- Only sent to the email registered with the EFSP, not the CC

# Court Resource Account Emails

Stanley Mosk Courthouse: [SMC-FLNotification@lacourt.org](mailto:SMC-FLNotification@lacourt.org)

Michael D. Antonovich Courthouse: [AV-FLNotification@lacourt.org](mailto:AV-FLNotification@lacourt.org)

Chatsworth Courthouse: [CH-FLNotification@lacourt.org](mailto:CH-FLNotification@lacourt.org)

Compton Courthouse: [CM-FLNotification@lacourt.org](mailto:CM-FLNotification@lacourt.org)

Long Beach Courthouse: [LB-FLNotification@lacourt.org](mailto:LB-FLNotification@lacourt.org)

Pomona South Courthouse: [PS-FLNotification@lacourt.org](mailto:PS-FLNotification@lacourt.org)

Pasadena Courthouse: [PD-FLNotification@lacourt.org](mailto:PD-FLNotification@lacourt.org)

Torrance Courthouse: [TR-FLNotification@lacourt.org](mailto:TR-FLNotification@lacourt.org)

Inglewood Courthouse: [IW-FLNotification@lacourt.org](mailto:IW-FLNotification@lacourt.org)

Santa Monica Courthouse: [SM-FLNotification@lacourt.org](mailto:SM-FLNotification@lacourt.org)

Van Nuys East Courthouse: [VE-FLNotification@lacourt.org](mailto:VE-FLNotification@lacourt.org)

Whittier Courthouse: [WH-FLNotification@lacourt.org](mailto:WH-FLNotification@lacourt.org)



# Guide & File

- Free
- Interactive, interview format
- Can attach docs/exhibits
- Prepares documents as formatted pdfs for efilng or for download/printing
- Electronic signature
- <https://california.tylerhost.net/SRL>

The screenshot displays the 'odyssey guide & file' web application. At the top, the logo features a cluster of blue and green dots to the left of the text 'odyssey guide & file' in a large, dark blue font, with the tagline 'a tyler courts & justice solution' in a smaller, green font below it. The main content area is titled 'Electronic Certification' and includes a section for 'You must affirm the statement below to continue.' with a checkbox for a declaration of truth and a text input field for a signature (showing 'Jane Doe'). Below this is a checkbox for understanding the requirement to sign a printed copy of documents. A navigation bar at the bottom of the main area shows 'Interview Menu' and 'Go to' with a dropdown menu currently set to 'Electronic Certification'. On the right side, there are two help panels: 'Where to find legal help' and 'How to Resume a Draft of Your Interview'. The footer contains the 'odyssey guide & file' logo, the tagline, and the copyright notice: '© 2021 Tyler Technologies, Inc. - Version 2021.2.0.954'.

# Filing with Guide & File



Para ver esta información en español, seleccione la opción Español a la derecha.

Summary Home Start a Filing My Interviews

Documents

Document Name	Actions	Reviewed
DV100-DVRO Request	Select...	✓
DV110 - Temporary Restraining Order Document	Select...	✓
DV-130 Domestic Violence Restraining Order After Hearing	Select...	✓
DV109 - Notice of Court Hearing	Select...	
CLETS001 - Confidential CLETS Information	Select...	
Los Angeles Family Law Case Cover Sheet	Select...	
FL-01EXN Ex Parte No Notice Given	Select...	
Next Steps, Instructions and Blank Forms	Select...	

EXIT RETURN TO INTERVIEW NEXT

# Court Access

Elimination of E-mail (Resource Account) and Fax Filing options

Lack of accessible guidance and info.

PDF formatting requirements

Shorter filing window for in-person (4:30pm)

Sam 3pm deadline for DVROs

Court e-Filing fees (\$2.25/envelope transaction)\* and additional EFSPs fees

\* Fee waivers can eliminate fees. There is **no fee for DV Restraining Order cases.**

Check the fee waiver option. EFSPs should also waive their filing fees when a litigant has a court approved fee waiver.



# For more information...

Court's General Order Re Mandatory Electronic Filing for Family Law:

<http://www.lacourt.org/division/efiling/pdf/2021-GEN-032-00FamilyLawEfiling091721.pdf>

LASC Family Law efileing – Frequently Asked Questions:

<http://www.lacourt.org/division/efiling/pdf/FL-efilingFAQs.pdf>

LASC Family Law efileing presentation (video):

[http://www.lacourt.org/division/youtube\\_jttt.htm?vid=zRrGHER00ig](http://www.lacourt.org/division/youtube_jttt.htm?vid=zRrGHER00ig)

LASC Tips for Effective Family Law efileing:

[http://www.lacourt.org/division/efiling/pdf/familylaw\\_efiling\\_Tips\\_for\\_Reducing\\_Rejections.pdf](http://www.lacourt.org/division/efiling/pdf/familylaw_efiling_Tips_for_Reducing_Rejections.pdf)

Thank you for joining us!

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