



NOTICE TO ATTORNEYS

Los Angeles Superior Court
Public Information Office
Website: www.lasuperiorcourt.org
E-mail: PublicInfo@LASuperiorCourt.org

Aug. 6, 2014

Online Court Reservation System Introduced at Norwalk Courthouse

Effective Aug. 1, 2014, the Los Angeles Superior Court launched its real-time, on-line Court Reservation System (CRS) for unlimited civil Department SE-C at the Norwalk Courthouse, 12720 Norwalk Blvd., Norwalk. Parties will be required to reserve a date for law and motion in Department SE-C on the Court's website at www.lasuperiorcourt.org.

Law and motion hearing dates can only be reserved via CRS, which will be available 24 hours a day, seven days a week.

Parties will be charged the applicable motion filing fee and/or first paper fee at the time a reservation is made. Once the motion hearing date is reserved, the fees are nonrefundable. No additional fees will be charged to use CRS.

After using CRS, the reserving party will receive an email notification (and optional text message) when

- A reservation is made;
- The Court has received and processed the motion;
- A reservation is rescheduled by the Court; or
- A reservation is canceled.

Parties who do not have internet access or who are unable to use CRS should telephone the courtroom at 562-807-7245 between 3 p.m. and 4 p.m.

Use of CRS or its content does not supersede any statutes, rules, or policies and procedures related to motions or giving notice. This information, as well as instructions for using CRS and the user agreement is available on the Los Angeles Superior Court website, www.lasuperiorcourt.org.

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