

COURT OF APPEALS
FOURTH APPELLATE DISTRICT

Division One

750 E Street, Suite 300

San Diego, CA 92101

Phone: (619) 744-0750 / Fax: (619) 645-2495

- ☐ Your documents are being FILED; however, they require follow-up:
- ☒ Your documents are being returned to you UNFILED for the following reasons:
- ☐ Proof of service missing service and _____
- ☐ No proof of service attached.
- ☐ Notification to your client required in civil cases on application for extension of time (CRC Rule 8.50(f)).
- ☐ Extensions require original application and proof of service plus 1 copy for all parties involved in the appeal plus stamped addressed envelopes for each (CRC Rule 8.50, 8.44(b)(7)).
- ☐ Need original signature on: _____
- ☐ The indexed document has not been approved for fax filing by the Court.
- ☐ Document is not acceptable for filing because proffered by one who is not a party in the matter.
- ☐ Attorney is not listed as counsel of record, requires substitution of attorney or appointment of counsel.
- ☐ Cover sheet (color) does not conform to CRC Rule 8.40(b) as referred to in Rule 8.204(b)(10).
- ☐ Brief exceeds page or word count limit. Request to file oversized brief required. (CRC Rule 8.204(c) or Rule 8.350(b)).
- ☐ Brief is late. Application to file "late brief" must accompany brief.
- ☐ Insufficient copies (CRC Rule 8.44(b)).
- ☐ Missing Certificate of Interested Parties or Persons (CRC Rule 8.203).
- ☐ Document is premature.
- ☐ Lack of Jurisdiction (CRC Rule 8.264(b)).
- ☐ Part III of Civil Case Information Statement is not attached.
- ☐ Missing Certificate of Word Count (CRC Rule 8.204(b)(1) or Rule 8.350(b)(1)).
- ☐ Appendix requires both Alphabetical and Chronological indices.
- ☐ Appendix or exhibits must be in volumes of no more than 300 pages per volume (CRC Rule 8.144 (c)(1)).
- ☐ This Court does not accept Notices of Unavailability of Counsel. This policy does not preclude timely motions for continuance should a calendaring conflict arise.

✓ Other: THE COURT PREVIOUSLY DENIED A MOTION TO RECALL AND RESCIND REMITTUR ON 1/25/2013

11/9/2015

By [Signature]
Deputy Clerk