

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 on: \_\_\_\_\_
  - 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 faxed 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 8.208).
  - 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