



**NOTICE TO ATTORNEYS
San Diego Superior Court
Probate Division-Central**

February 24, 2009

To: Probate customers conducting business in the Central Division

Effective March 16, 2009, the exparte procedure in Central is changing.

1. No reservations for ex parte hearings that are contested and/or require an appearance will be taken by telephone. There will be no duty examiner to contact. All ex parte petitions will require that the documents be submitted to the business office. A case number will be assigned and the staff will collect the \$40 exparte fee.
2. All ex partes petitions that request an appearance will be heard Tuesdays and Fridays at 8:45 a.m. for both department PC-1 and PC-2. To schedule a hearing, submit your exparte coversheet, petition and order and request an appointment at the front counter. The business office will schedule an appointment on the next available date for the appropriate department to which the case is assigned.
3. All ex partes requiring an appearance must be submitted no later than 10:00 a.m. the day before the hearing in order to schedule.
4. Ex partes not requiring a hearing (drops) will be returned within forty-eight (48) hours of receipt. Please include an attorney service slip or a self-addressed stamped envelope with sufficient postage.
5. Please note: the exparte coversheet has been revised. The revised PR-136 will be available at www.sdcourt.ca.gov by March 20, 2009.
6. Reminder: Motions under the Civil Discovery Act (e.g. Motions to compel, motions to quash, motions for protective orders) must be submitted by ex-parte application with an appearance in both Department PC-1 and PC-2 according to department rules.

Please call the Probate Division at (619) 450-7676 should you have further questions.