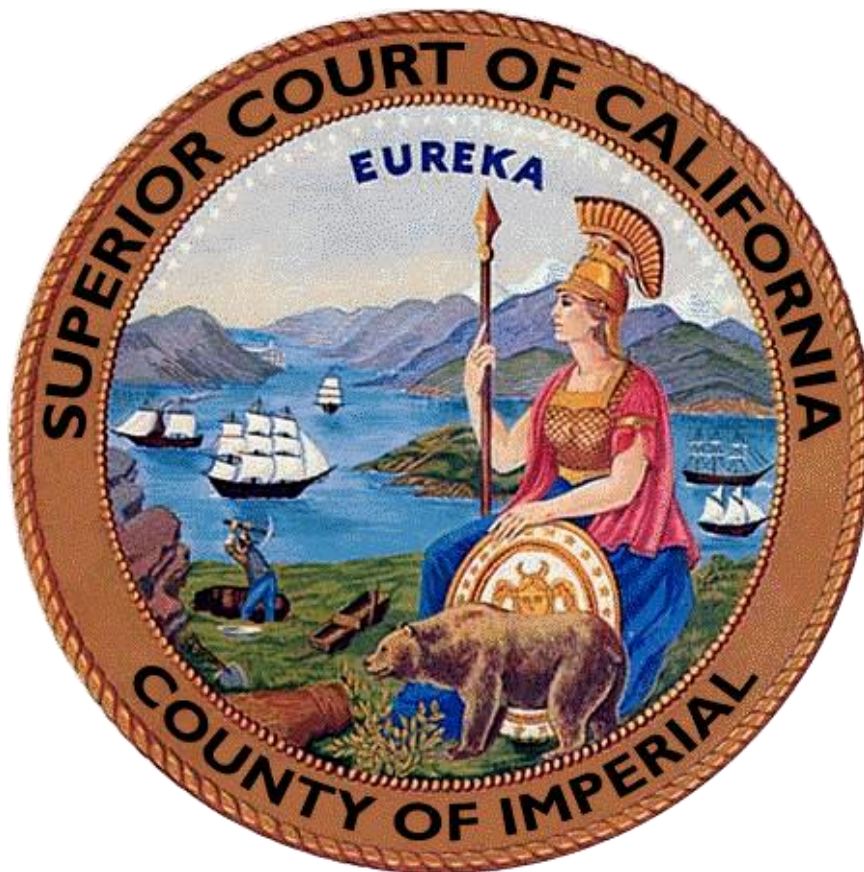


Superior Court of California
County of Imperial

Local Rules

Adopted, Effective July 1, 2026



The following Rules of Court for the Superior Court, County of Imperial, are adopted July 1, 2026, and replace all rules previously adopted by the Superior Court, County of Imperial.

Rule 2.20 Electronic Delivery of Court Documents

Documents submitted to the court electronically in all case types must be formatted so that each single, separate, and complete document or form is submitted as a single, separate, and complete electronic document. Electronic documents that consolidate multiple documents or multiple electronic documents that contain pieces of a single paper document will be rejected by the Court. Electronic documents must comply with the formatting and quality rules provided in Local Rule 2.18.

[Adopted January 1, 2022]

Rule 2.21 Remote Appearances

- (a) **Compliance with California Rules of Court.** Counsel or parties desiring to appear remotely must comply with the procedures set forth in the California Rules of Court. After the California Rule of Court has been followed, parties shall register on the Court's website for the remote appearance.
- (b) **Court-Provided Remote Appearance Service.** The Court provides remote appearance services through an in-house registration portal and uses a commercial conferencing system. Registration for remote appearance can be done on the Court's website at <https://imperial.courts.ca.gov/> under Online Services > Remote Appearances.
- (c) **Contested Matters.** Remote Appearances on contested matters must be video appearances.
- (d) **Courtroom Proceedings.** Hearings are conducted in open court. All persons making a remote appearance

must connect to the provided conference bridge fifteen (15) minutes before the calendared time of the hearing to check in with court staff. Attorneys or parties will remain on the Court's audio/video system and hear the same business that those present in the courtroom hear. Remote participants must remain muted until their matter is called. Persons not participating remotely appear in person. All present in the courtroom will hear the discourse of those making remote appearances unless otherwise ordered by the Court. In confidential matters, waiting parties will be placed in a virtual waiting room. Remote participants are an extension of the courtroom and should therefore follow the same standard etiquette and procedures as in-person participants throughout proceedings. All applicable rules, statutes, and laws are enforceable in the same manner as if the attendee was in the courtroom.

- (e) **Scheduling Timeliness.** Remote participants shall register online no less than 5 business days before the hearing date. Same-day registration is not permitted. Registration will be considered complete once payment, if applicable, has been received. It is the responsibility of counsel or the party to obtain payment information from the Court. If an event is continued prior to the registered remote appearance date, you must register for the new appearance date through the Court's website. The collected remote appearance fee from the original hearing date will be transferred to the new remote appearance date.

- (f) **Late Registration Fee.** Late registration fee of \$25 will be imposed in addition to the standard registration fee (\$25 registration fee + \$25 late fee = \$50).
- (g) **Remote Appearance Conditions and Obligations.** It is the sole responsibility of the Party appearing remotely, either by video or call, to ensure they have sufficient internet speed and/or connectivity as well as an appropriate location with no background noise or disruptions. By voluntarily appearing remotely, the person appearing remotely agrees to appear from a location free from distraction and other noises. Parties shall not be engaged in any other distracting activity while participating in the scheduled hearing. The Court retains the discretion, in the interest of justice, to terminate the remote appearance if there is a disruption, noise, misconduct, a communication problem, a technical problem or other issues which interfere with the proper hearing of a matter.

If the party making the remote appearance is not connected at the time the Court calls the case, or if the Party has insufficient video or audio quality during the hearing, the Court, in its discretion, may take any appropriate action, including, but not limited to, the following:

- 1) The Court may consider alternative communication with the party who is not connected or whose connection is problematic
- 2) The Court may consider postponing the hearing. If the Court continues a hearing as a result of the insufficient connectivity, the party with the insufficient connectivity may be

responsible for a fee and/or cost associated with the continuance

- 3) The Court may drop the matter from the calendar
 - 4) In the interest of justice, the Court may proceed with the hearing and/or make a ruling in the absence of an appearance
- (h) **Participant Identification.** Parties must register using the name of the individual who will actually appear remotely. Should it be necessary to substitute this person, it is mandatory to contact the remote appearance coordinator for approval before 4:00 p.m. the day prior to the appearance.

Participants may not record the proceeding or share the meeting link with any person who is not-authorized by the Court to appear in the remote proceeding.

[Adopted January 1, 2024, subd (d)(e) amended 07/01/26, subd (f)(g)(h) adopted 07/01/26]