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Superior Court of California,
County of Los Angeles
4/21/2026 5:41 PM
David W. Slayton,
Executive Officer/Clerk of Court,
By A. Lopez, Deputy Clerk

6 Attorneys for Petitioners Safari Club International;
California Rifle & Pistol Association, Incorporated;
7 California Bowmen Hunters/State Archery Association;
HOWL for Wildlife, Inc.; California Deer Association;
8 and Coalition to Save Catalina Island Deer

9
10 **SUPERIOR COURT OF THE STATE OF CALIFORNIA**
11 **FOR THE COUNTY OF LOS ANGELES**

12 SAFARI CLUB INTERNATIONAL;
CALIFORNIA RIFLE & PISTOL
13 ASSOCIATION, INCORPORATED;
CALIFORNIA BOWMEN
HUNTERS/STATE ARCHERY
14 ASSOCIATION; HOWL FOR WILDLIFE,
INC.; CALIFORNIA DEER
15 ASSOCIATION; and COALITION TO
SAVE CATALINA ISLAND DEER,

16 Plaintiffs-Petitioners,

17 v.

18 CALIFORNIA DEPARTMENT OF FISH
AND WILDLIFE; CALIFORNIA
19 DEPARTMENT OF FISH AND
WILDLIFE, SOUTH COAST REGION;
20 and DOES 1-10,

21 Defendants-Respondents.

22
23 CATALINA ISLAND CONSERVANCY,

24 Real Party in Interest.
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26
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28

Case No.: 26STCP00987

**DECLARATION OF TIFFANY D.
CHEVRONT IN SUPPORT OF
PETITIONERS' MOTION TO CONFORM
FILING DATE TO ATTEMPTED
TRANSMISSION DATE OR OTHER
APPROPRIATE RELIEF**

Hearing Date: May 28, 2026
Hearing Time: 1:30 PM
Department: 86
Judge: Hon. Curtis A. Kin

1 **DECLARATION OF TIFFANY D. CHEUVRONT**

2 I, Tiffany D. Chevront, hereby declare as follows:

3 1. I am the Managing Partner at Michel & Associates, P.C. (“MAPC”), counsel of record
4 for the Petitioners Safari Club International, California Rifle & Pistol Association, Incorporated,
5 California Bowmen Hunters/State Archery Association, HOWL for Wildlife, Inc., California Deer
6 Association, and Coalition to Save Catalina Island Deer (“Petitioners”) in the above-captioned matter. I
7 am a member of the bar of the State of California, duly licensed to practice in the State of California and
8 before this court. I submit this declaration in support of Petitioners’ Motion to Conform Filing Date to
9 Attempted Transmission Date or Other Appropriate Relief. I have personal knowledge of the facts stated
10 below and of the proceedings in this matter. If I were to be called as a witness, I could and would
11 competently testify under oath as to the matters I have set forth below.

12 2. MAPC regularly uses One Legal, a court-approved eFiling service provider, for
13 electronic filing in state court, including the Superior Court of California, County of Los Angeles. As is
14 our practice, the firm used One Legal to electronically file Petitioners’ Verified Petition for Writ of
15 Mandate or Other Appropriate Relief (“Verified Petition”).

16 3. Since the filing of the Verified Petition in this matter, I have been investigating what led
17 to the abrupt termination of Petitioners’ March 9, 2026, electronic filing session, resulting in the late
18 filing of the Verified Petition in this matter.

19 4. My investigation included conversations with MAPC’s primary paralegal who was tasked
20 with filing the Verified Petition, but who unexpectedly became unavailable to prepare and complete the
21 filing due to a medical emergency on the filing deadline date, March 9, 2026, and Ms. Haydee Villegas,
22 who took over preparing filing of the Verified Petition on March 9, 2026, when MAPC’s primary
23 paralegal unexpectedly became unavailable due to a medical emergency.

24 5. My investigation also included a review of ActivTrak® logs of Ms. Villegas’ activity and
25 screenshots of her computer simultaneously taken throughout the filing process to determine what Ms.
26 Villegas was doing when the system terminated her electronic filing session and what may have led to
27 the system error. ActivTrak® is an employee productivity monitoring platform that MAPC uses to track
28 employee application usage and website activity. It creates activity logs and captures screenshots of

1 document user activity in real time.

2 6. Finally, I have been in contact with One Legal Customer Support directly to better
3 understand the events leading up to and immediately after the termination of the electronic filing
4 session. Due to the difficulty in transmitting and reading the technical logs, One Legal provided me with
5 a Statement of Fact regarding Ms. Villegas's eFiling workflow from March 9, 2026. The document was
6 prepared by Hanaya Brasali, Admin, Production Support, and their technical team at One Legal, on
7 April 13, 2026. It was sent to me by One Legal Customer Support on April 13, 2026. A true and correct
8 copy of the One Legal Statement of Fact is attached hereto as **Exhibit E**.

9 **Timeline of March 9, 2026 eFiling Session and Session Time-out**

10 7. The One Legal Statement of Fact shows that, on March 9, 2026, at approximately 11:17
11 PM, Ms. Villegas logged into the One Legal system and initiated a case filing transaction. Based on my
12 discussions with Ms. Villegas and my review of her ActivTrak® activity logs and the One Legal
13 Statement of Fact, I understand that this included entering all case-initiating information, including the
14 required case and party information, into the system.

15 8. The One Legal Statement of Fact shows that, at approximately 11:32 PM, Ms. Villegas
16 began uploading documents to the filing transaction. Both Ms. Villegas' ActivTrak® activity log and
17 my conversations with Ms. Villegas confirm that, at this time, Ms. Villegas was attempting to upload the
18 Verified Petition and attached exhibits.

19 9. The One Legal Statement of Fact shows a period of no user activity for Ms. Villegas
20 between 11:32:47 AM and 11:49:00 AM, immediately before the system stopped the upload without
21 warning and navigated Ms. Villegas back to the One Legal homepage without saving any of her
22 previous work. The Statement does not further explain what is meant by "no user activity." But from my
23 discussions with Ms. Villegas, I understand that after initiating the upload of the document, she
24 remained engaged in the filing process while she waited for the system to complete the upload. Ms.
25 Villegas indicated that the system looked like it was moving slow and taking a while to upload. She was
26 at her computer terminal during this time.

27 10. The One Legal Statement of Facts shows that, at approximately 11:49 PM, "system
28 records indicate navigation back to the One Legal homepage." The Statement does not further explain

1 what is meant by “navigation back to the One Legal homepage.” Ms. Villegas, however, explained in
2 her March 18, 2026 declaration and in conversations with me that, while still in the process of uploading
3 the Verified Petition and exhibits, the One Legal system abruptly returned her to the homepage,
4 terminating the filing session she had begun. She did not manually navigate back to the homepage.

5 11. When this occurred, the filing transaction was no longer active, and Ms. Villegas was
6 unable to continue the filing from where she had left off. Nothing she had previously entered into the
7 system had been saved, and no documents were successfully uploaded.

8 12. In my conversations with Ms. Villegas, she indicated that it took her by surprise and she
9 searched the homepage that she was automatically directed to for a few minutes looking for the case
10 information already entered, but it was not there.

11 13. The One Legal Statement of Fact shows that, at approximately 11:53 PM, Ms. Villegas
12 initiated a new case initiation transaction. Because the original transaction had been terminated without
13 saving case information, Ms. Villegas was required to re-enter all required case and party information.
14 She completed that process at around 11:58 PM.

15 14. The One Legal Statement of Fact shows that, at approximately 12:02 AM, Ms. Villegas
16 added documents to the transaction for the second time. While the One Legal Statement of Fact does not
17 describe the document Ms. Villegas uploaded, I understand from my discussions with her that it was the
18 Verified Petition only, so she could get it on file as quickly as possible.

19 15. The filing was ultimately successfully uploaded and submitted at about 12:17 AM on
20 March 10, 2026.

21 **No Time-out Warning Appeared Before the Session Terminated**

22 16. Ms. Villegas reported to me that, during the upload process, she did not receive an error
23 message, warning, or other notification indicating that the document upload was taking too long to
24 process or that the system would soon timeout, terminating the session.

25 17. This tracks what I have come to learn about the One Legal eFiling system. On or about
26 April 14, 2026, I sent an email to One Legal Customer Support, asking: “[W]hen the screen times out
27 and returns to the home screen, does the system have any kind of warning message that tells the person
28 the session is about to time out?” “Carolyn Z,” Client Experience Specialist, responded later that

1 morning that “[t]here is no warning regarding a time-out.” I then followed up with an email to ask
2 whether there were “any plans to add a warning notice in One Legal before a time out.” I also asked
3 whether One Legal has an autosave feature because Ms. Villegas had lost all the information previously
4 entered when the session terminated. “Carolyn Z” said that my questions had been sent to the One Legal
5 Production Support Team and that she was awaiting a response. A week went by, and I received no
6 other response to my questions.

7 18. In the meantime, I researched the other approved electronic filing service providers
8 (“EFSP”) for the Superior Court of Los Angeles County. And I found that all but one, for which I was
9 unable to find any information, maintain that they do, in fact, have a warning notification that appears
10 before the system times out.

11 19. Because this indicated to me that One Legal has not implemented a likely industry
12 standard regarding time-out warning to the user, I sent a follow-up email to One Legal on April 21,
13 2026, explaining that other eFiling systems have time-out warning notices and autosave features, and
14 that we are interested to know whether One Legal has any plans to add these types of features like other
15 systems. “Carolyn Z” promptly responded that One Legal’s “Production Support Team is discussing the
16 implementation of an eFiling status alert on the One Legal order platform warning of a time-out.”

17 **The Filing Did Not Exceed Mandatory File-size Limitations**

18 20. Ms. Villegas also reported that the system never indicated that the documents were too
19 large, that the filing was noncompliant in any way, or any other issue with the filing or the upload
20 before the session abruptly terminated and navigated back to the One Legal homepage. That said, after
21 removing the attached exhibits from the file, the successful upload indicates that the original file’s size
22 may have caused the unsuccessful upload and the unannounced session timeout.

23 21. Unfortunately, Ms. Villegas could not have known that the file size might cause the
24 system to crash or otherwise time out. One Legal has no mandatory file-size limit and instead directs
25 users to refer to any size limitations set by the court in which the filing is being made. (One Legal, *The*
26 *Beginner’s Guide to eFiling with One Legal: A Complete Guide for Legal Professionals* at 6
27 <https://www.onelegal.com/ebook/complete-guide-to-efiling-2024> (attached hereto as **Exhibit F**)).
28 This Court provides a “general rule of thumb,” but “technically has no limit,” and directs users to refer

1 to any size limitations the EFSP may set. (Super. Ct. of Cal., Cnty. of Los Angeles, Civil eFiling
2 Frequently Asked Questions (revised 7/18/2019), No. 71
3 <https://www.lacourt.org/division/efiling/pdf/civilEfiling_FAQ.pdf>.)

4 22. This Court’s eFiling guidance states that “If the document exceeds the size limit, it will
5 be sent back to the efiler with the error message, ‘File size too large – please reduce and resubmit.’”
6 (Super. Ct. of Cal., Cnty. of Los Angeles, Civil eFiling Frequently Asked Questions (revised 7/18/2019),
7 No. 72 <https://www.lacourt.org/division/efiling/pdf/civilEfiling_FAQ.pdf>.) Ms. Villegas reported to
8 me that she never received the error message above or anything like it.

9 I declare under penalty of perjury under the laws of the State of California that the foregoing is
10 true and correct. Executed this 21st day of April 2026, in North Port, Florida.


11 
12 _____
13 Tiffany D. Chevront
14 Declarant
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EXHIBIT E

Statement of Fact

Re. Case Title: SAFARI CLUB INTERNATIONAL, et al. vs CALIFORNIA DEPARTMENT OF FISH AND WILDLIFE CALIFORNIA, et al.

Case No.: 26STCP00987

Court: Superior Court of California, Los Angeles County

One Legal is an electronic filing service provider authorized to transmit filings to the Superior Court of California, County of Los Angeles.

On March 9, 2026, at 11:17 p.m., Haydee Villegas logged into the One Legal platform to initiate a case initiation transaction.

On March 9, 2026, between 11:25 p.m. and 11:32 p.m., system records reflect that Haydee Villegas added case parties to the case.

On March 9, 2026, at 11:32:41 p.m., Haydee Villegas began adding documents to the filing transaction

On March 9, 2026, between 11:32:47 p.m. and 11:49:00 p.m. no user activity for Haydee Villegas

On March 9, 2026, at 11:49 p.m., system records indicate navigation back to the One Legal homepage.

On March 9, 2026, at 11:53 p.m., Haydee Villegas initiated a new case initiation transaction.

On March 9, 2026, at 11:58 p.m., Haydee Villegas added case parties to the transaction.

On March 10, 2026, at 12:02 a.m., Haydee Villegas added documents to the transaction.

One Legal, An InfoTrack Company
535 Mission St, San Francisco, CA 94105
(800) 938-8815 | www.onelegal.com

On March 10, 2026, at 12:17 a.m., Haydee Villegas submitted the case initiation transaction under confirmation number 34279195.

Prepared by:

Hanaya Brasali

Admin, Production Support

One Legal

Date Prepared: April 13, 2026

One Legal, An InfoTrack Company
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Statement of Fact Re: SAFARI CLUB INTERNATIONAL, et al. vs CALIFORNIA DEPARTMENT OF FISH AND WILDLIFE CALIFORNIA, et al.

EXHIBIT F

THE BEGINNER'S GUIDE TO

eFiling

with One Legal

A complete guide for legal professionals

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EFILING CHECKLIST

A NOTE FROM THE ONE LEGAL CLIENT SUCCESS MANAGERS

One Legal has been in the business of eFiling for decades, ever since we were the first firm to fax file a case initiation way back in 1990.

A lot has changed since then. Tech in litigation has evolved, and we've evolved to meet the needs of modern firms by creating the most secure, sophisticated, and reliable eFiling and service of process platform available.

eFiling might seem intimidating at first, so we've done everything we can to make sure this process is as efficient and simple as possible for any legal professional who needs to file into California courts.

We hope this eBook serves as a useful resource for everything you need to know; from document preparation to filing.



Diane Andreoli
Senior Client Success Manager
One Legal

Diane Andreoli



Michelle Dodd
Client Success Manager
One Legal

Michelle Dodd



Brooke Greene
Client Success Manager
One Legal

Brooke Greene



Apryl Johnston
Client Success Manager
One Legal

Apryl Johnston

BRIEF INTRO TO EFILING

With over 20 years as a certified eFiling Service Provider, One Legal leads the industry in building easy-to-use tools for attorneys and legal support professionals.

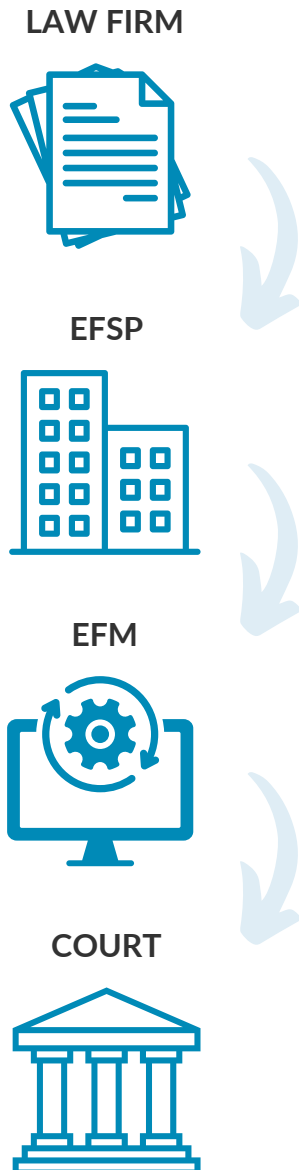
When you think of eFiling, you may think of the long-established federal electronic court filing system known as PACER (which stands for Public Access to Court Electronic Records). Established back in 1996 and now available in all the federal courts – bankruptcy, district, and appellate – PACER radically changed how court documents were delivered.

Before, documents were stored on paper, and couriers and court messengers lined up daily in clerk's offices across the United States waiting to hand over reams of meticulously printed paper filings. The advent of eFiling changed everything, creating a more direct line from the filer to the court system, facilitated by technology.

Lawyers and their staff could file right up to the court's deadline, safe in the knowledge that their filing would promptly reach the judge. Hours of stressful printing, preparation, and delivery became a simple online process.

The state courts have gradually followed where the federal courts led. In the last decade, eFiling projects have been undertaken in almost every state in the nation, and in California, eFiling is now accepted (if not required) in nearly every county.

HOW DOES EFILING WORK?



To electronically submit documents to a California court, filers must use an electronic filing service provider (EFSP) to input the details of their filing.

The EFSP transmits these details to a court's eFiling manager (EFM), which sits between the filer and the Court's backend system.

The first step in switching from physical filing to eFiling is to select an EFSP that meets your firm's unique needs and requirements.

Many California courts use Tyler Technologies (eFileCA) as their EFM. eFileCA requires all filers to connect their EFSP account. This one-time process takes just a minute with One Legal and permits access to all courts using that EFM. For courts using Journal Technologies, no such process is necessary.



To learn how to connect your One Legal account to eFileCA, see our Support Center article [here](#).

WHAT SHOULD AN EFSP PROVIDE?



All-in-one platform for centralized filing and tracking of cases.



A knowledgeable support team that can answer all your eFiling questions.



Decades of experience working with California courts.



Access to all Superior Courts in the 58 California counties.

EFSPs offer several benefits, namely centralizing your process, simplifying your internal workflows, and providing support when you need it. With hundreds of providers to choose from, how do you make the right selection?

Firstly, assess if the EFSP is connected to all the courts you file into today (or might expand into in the future). Coverage of all 58 California counties and integration with the various EFM is essential if vendor consolidation is one of your top considerations. Similarly, opt for an EFSP that offers a comprehensive suite of services to further simplify your vendor management.

Secondly, prioritize exceptional customer support, such as dedicated account management, California-based assistance, and accessible tutorials.

Thirdly, evaluate the EFSP's depth of experience in California's superior courts, ensuring familiarity with local rules and nuances for successful filings.

Fourthly, consider the importance of simplified billing practices to avoid confusion and streamline payment processes, as well as flexibility in payment methods.

Lastly, confirm the EFSP's acceptance of your preferred payment method for accessibility and convenience in financial transactions.

Ultimately, selecting an EFSP entails weighing these factors alongside individual firm requirements and preferences for seamless electronic document management.

HOW TO PREPARE DOCUMENTS

All documents must be submitted in portable document format (PDF). Convert Word documents into PDF by selecting "Save to PDF" from the toolbar or using PDF editing software.

Combine all elements of a PDF into a single layer (text, images, form fields, etc.) by clicking on "Flatten file" in a PDF editor. Finalize all fillable forms by "Printing to PDF."

Submit each document as an individual PDF; e.g., a Motion and a Declaration must be uploaded as two separate documents in the same envelope/transaction.

Ensure all documents are text-searchable by employing optical character recognition (OCR) within your PDF editor or by saving documents in a text-searchable PDF format. If you are using One Legal's platform, we will automatically apply OCR to your documents.

Redact any personally identifiable information to protect confidentiality. Use a PDF editor to remove sensitive data securely, as commenting tools may not adequately redact.

Incorporate electronic bookmarks for all exhibits, as many courts recommend or mandate their use.



PDFs must stay within the file size limits, per the guidelines of the court you're filing into. Typically, this is 25 MB per PDF and 120 MB per envelope/transaction.

Type	Title	Privacy	File Size	Actions
Complaint (Unlimited) (Fee Applies)	Complaint (Unlimited)	Public	1.09MB	
Civil Case Cover Sheet	Civil Case Cover Sheet	Public	2.7MB	
Civil Lawsuit Notice	Civil Lawsuit Notice	Public	34.57KB	
Summons	Summons	Public	120.4KB	

ELECTRONIC SIGNATURES

Rule 2.257 outlines the prerequisites for electronic document signatures for court filings in California. This rule establishes the requirements and circumstances under which electronic signatures may be employed.

The best practice is to use /s/ followed by a typed name; for example, /s/ John Doe.



Signatures on eFiled documents can be left blank or contain “/s/” followed by a name pursuant to CRC 2.257(a)



Multiple documents for one case can be eFiled in a single transaction, or “envelope”



eFiling must be fully uploaded by midnight to be considered filed that day. One Legal recommends submitting them at least 15 mins before the deadline to allow full conversion to the court.

A closer look at Rule 2.257

- **Electronic signature (a):** An electronic signature is a sound, symbol, or process attached to an electronic record, indicating intent to sign a document created, sent, or stored electronically.
- **Documents under penalty of perjury (b):** If a document filed electronically requires a signature under penalty of perjury, it can be signed electronically by the declarant who confirms the truth of the submitted information under state law. Alternatively, the declarant can physically sign a printed version before filing, and the filer must certify the availability of the original signed document for inspection.
- **Non-penalty of perjury documents (c):** For documents not needing a penalty of perjury signature, the electronic filer is deemed the signer. If signatures from multiple parties are required, they can sign a printed version before filing, or use unique and verifiable electronic signatures.
- **Digital signature (d):** Using a digital signature is not mandatory for electronically filed documents.
- **Judicial signatures (e):** If a document requires a court or judicial officer's signature, it can be electronically signed according to applicable law.

Looking for even more information about eSignatures? Check out our [article](#) on the topic.

CHOOSING THE CORRECT DOCUMENT TYPE

The options that appear in the drop-down menu on the Documents screen are pulled directly from the list the court has provided.

If you do not see the exact document type that you need to file, look for a more general option that is as similar to your document as possible.

You may be able to find additional clarifying information on the court's website. If you are still uncertain about which document type is right for your filing, contact the clerk's office to ask which available document type they would prefer.

Courts that use Tyler as their EFM will show the document filing fee next to most document types, while courts using Journal Technologies will not (see image below).



If the court filing fee is missing or incorrect on the Review screen, confirm that you selected the correct document type by returning to the Documents step in the workflow. JTI courts do not display the filing fee in the document type dropdown, making it even more important to carefully review fees in the Review step.

Tyler Technologies

Electronic court filing eFile

Documents

Order Info Parties Documents Document Information

Please add at least one document.

Add Document

Fields marked with an asterisk (*) are required.

* Type:

Select type...

Type	Fees
Motion (No Fee)	
Motion for Summary Judgment or Summary Adjudication	500.00
Motion: Preliminary Approval	60.00
Motion: Attorney's Fees	60.00

Journal Technologies

Electronic court filing eFile

Documents

Order Info Documents

Add Lead Document

Fields marked with an asterisk (*) are required.

* Type:

Select type...

Type is required.

Select type...

Motion for Stay of Proceedings

Motion for Stipulated Judgment

Motion for Summary Adjudication

SAVE Motion for Summary Judgment

Motion for Trial Preference

Motion for Writ of Mandate

BACK

ESERVICE EXPLAINER

If a document can be served by mail, overnight, or by fax, then electronic service may be used.

Electronic service may be performed directly by a party, by an agent of the party, or through an EFSP.

When you eServe using an EFSP—like One Legal—you are performing eService by electronic notification, as per CCP 1010.6(a) (C). This will send a hyperlink via email to the party being served, from which the document can be viewed.

This allows you to track the progress of the serve, including when they've viewed, partially viewed, or not viewed documents.

Rule 2.251(b)(1) sets out that electronic service may be established in any case by consent.

Consent is defined either by:

1. Agreeing to the terms of service agreement with an EFSP or;
2. "Filing Consent to Electronic Service and Notice of Electronic Service Address (form EFS-005-CV)."



Step 1:

Filer uploads documents and places the eService order



Step 2:

One Legal emails the eServe recipient(s) with a link to the documents.



Step 3:

Filer can track who has received notifications and viewed the documents

eServe Recipients		
Name	Email	Status
Apryl Johnston	ajohnston@onelegal.com	Notification Sent - 9/18/2019 10:16 AM PT
Lora Templeton	ltempleton@onelegal.com	Partially Viewed - 9/18/2019 10:20 AM PT Retrieved - 9/18/2019 10:20 AM PT Notification Sent - 9/18/2019 10:16 AM PT
Michelle Dodd	mdodd@onelegal.com	Viewed - 9/18/2019 10:18 AM PT Partially Viewed - 9/18/2019 10:18 AM PT Retrieved - 9/18/2019 10:18 AM PT Notification Sent - 9/18/2019 10:16 AM PT

One Legal provides detailed status updates for eServed documents, as shown above.

COURT FEES EXPLAINED

Statutory Court Fees

These are fees imposed by the court based on the filing and document type, equivalent to fees incurred when filing documents in paper form.

Types of Fees:

- **Initial filing fee:** Required for filing the complaint or first paper to initiate a case.
- **Other filing fees:** Fees for subsequent filings submitted later in the case, such as jury fees.
- **Other court fees:** Charges for various court-related costs, such as hiring a court-provided court reporter or copying official records.

Other Court-Imposed Fees

These are additional fees specific to electronic court filing, aimed at covering costs associated with the transition to electronic filing.

Note: Fees differ between courts in terms of amount and terminology.

Types of Fees:

- **Court Technology/Court Transaction/EFM Fee:** Charged by the court's technology vendor that manages the backend eFiling system.
- **Court/EFM-imposed credit card convenience fee:** Charged separately by the court when court filing fees are paid by credit card.
Note: One Legal disburses court fees on your behalf via whichever method carries the lowest fee, usually eCheck.
- **eCheck fees:** Processing fees for electronic check payments, typically \$0.25 per transaction.

Estimated charges and fees		
eFiling Charge		\$9.95
	eFiling Charge Subtotal	\$9.95
eServe Charge (1 recipient)		\$1.00
	eServe Charge (1 recipient) Subtotal	\$1.00
Filing Fee		\$60.00
Court Technology Access Fee		\$3.50
Total Court Service Fees		\$2.05
Total Mail Service Fees		\$0.00
eCheck Flat Fee		\$0.25
	Court Fees Subtotal	\$65.80
	ESTIMATED ORDER TOTAL	\$76.75

DOCUMENTS EXEMPT FROM EFILING

Many courts that have transitioned to eFiling continue to require certain documents to be submitted in paper form at the clerk's window.

These document types are different for every county and case type. Review your court's website for a full list of documents that are exempt from eFiling.

To physically file documents exempt from eFiling using One Legal, begin by placing a court filing order. The first step in the workflow will prompt you to select your court and courthouse location, as well as the document type. Simply select the "Documents exempt from eFiling option" from the dropdown and proceed through the rest of the filing workflow.

These documents are **generally** exempt from eFiling in many courts:

- Abstracts
- Writs
- Warrants
- Lodged documents

These documents are **sometimes** exempt from eFiling:

- Ex-parte filings
- Judgments
- Bonds/undertaking documents
- Trial and hearing exhibits
- Out-of-state commissions
- Documents under seal



When processing a subsequent order that is exempt from eFiling, you will find the option in the dropdown.

COMMON DOCUMENT FILING REJECTION REASONS

When the court rejects a filing, the clerk provides a reason for the rejection at the time of processing.

You can review the clerk's notes directly within your One Legal account in the Orders tab. Click on the order number or the "View details" link in the Status column to view the Order Details page.

If you have any questions about the information provided by the court clerk, you will need to contact the court directly. One Legal does not have any additional insights into the rejection reason beyond the reason provided by the clerk.



Some courts will give their rejection reason on the return document itself, which you can download from the Orders page.

Physical filings

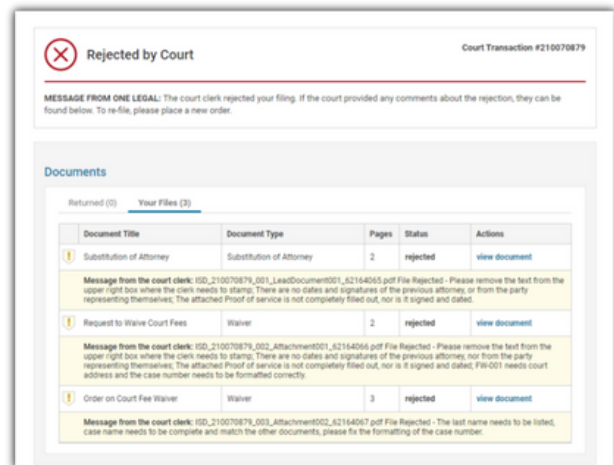
For physical filings, any information we receive from the court about the reason for the rejection is displayed in the Notes section at the bottom of the Order Details page. Some courts provide a "Rejection Letter," which we pass along to you.

eFilings

For eFilings, most courts provide a rejection notice. These can be found on the Order Details page under returned documents.

Some eFiling courts provide a rejection reason for each document, which we will notify you of through the platform.

One Legal will always notify you via email and direct you to the rejection reason.



DEFINITIONS

eFiling

The electronic transmission to a court of a document in electronic form.

eService

A method of electronically notifying parties about a document that has been subsequently filed.

OCR

Optical Character Recognition is a technology that converts different types of documents, such as scanned paper documents, PDF files, or images captured by a digital camera, into editable and searchable data.

Envelope

A bundle of documents submitted collectively as part of a single transaction.

EFSP

An electronic filing service provider (EFSP) is a third party that provides eFiling services. EFSPs will pre-authorize and process payments for court filings and transmit your information and documents to the court.

EFM

An intermediate system that connects to the court's Case Management System (CMS). These effectively operated as middlemen between the EFSP and the court. One Legal operates directly with the court.

DPI

"DPI" stands for "dots per inch," measuring the quality of a scanned image or document for printing. Courts usually mandate a minimum of 300 dpi to guarantee legible printed copies.

THE ULTIMATE CHECKLIST FOR SUCCESSFUL EFILING

Formatting your documents

- Font style:** Courier, Times New Roman, Arial, or equivalent. Cambria and Georgia are permitted and much easier to read on screens.
- Font size:** Use 12-point font minimum.
- Page margins:** Use 1-inch left margin minimum; 0.5-inch right margin minimum. Even margins of 1.5 inches all around are permitted and generally preferred.
- Text alignment and spacing:** Left justify text. Use 1.5 points minimum line spacing.
- Page numbers:** Use consecutive Arabic numerals on all pages (including exhibits).

Submitting your filing

- Data entry:** Confirm that the case number, parties names, AKAs, and DBAs you entered in the data fields match your documents and are in the correct data fields.
- Case information:** Confirm that you've selected the correct case type and case category.
- Courthouse location:** Confirm that you've selected the correct courthouse location.
- Uploading documents:** Upload documents as separate PDFs in the same transaction/envelope. Use the preview feature to confirm you've selected the correct files.

Meeting court standards

- File format:** Save your documents as PDFs before submitting them to the court. All files uploaded to One Legal are automatically converted to text-searchable PDFs.
- Text searchable:** Apply optical character recognition (OCR) to scanned documents.
- Scanned documents:** Scans (e.g. exhibits) must be at least 300 dots per inch.
- File size:** Different courts have different file size limits. Per-document limits range from 25-120 MB and per-transaction limits range from 35-120 MB.
- Electronic bookmarks:** Add electronic bookmarks to all eFiled documents if applicable.
- Flatten PDFs:** Many courts reject a document when fillable forms are not flattened.
- eSignatures:** Consult CRC Rule 2.257. While digital signatures are not required, it's best practice to type "/s/ (signee's name)" on the signature line and retain the signed copy.
- Redaction:** Use a professional PDF editor to properly remove confidential information from your documents. Do not just visually hide or obscure sensitive information.
- Metadata:** Remove metadata (e.g. author, tracked changes, etc.) as you save your files.



CONCLUSION

We hope this eBook has served as a valuable overview of the basics of eFiling with One Legal.

If you're interested in learning more about how our eFiling works, why not request a demo and see for yourself? It's free and easy to do.

[Get started.](#)

FREQUENTLY ASKED QUESTIONS

FORMATTING DOCUMENTS

WHICH FILE FORMATS DOES ONE LEGAL ACCEPT?

The courts require all documents to be submitted as PDFs. If needed, filers can upload any of the following file types to One Legal, and our system will convert them to PDF before sending them to the court: PDF, JPG, PNG, TIF, DOC, DOCX, XLS, XLSX, PPT, PPTX, RTF.

HOW SHOULD PROPOSED ORDERS BE FILED?

Some courts require filing two versions of proposed orders: a PDF and an editable word-processing document. Courts must provide an electronic address for the latter. Although One Legal usually converts eFiled documents to PDF, exceptions occur for proposed orders to maintain their original format on our platform.

Note: Tyler/eFileCA courts will email signed orders to recipients directly, so email addresses for the attorney of record should be included on the proposed order. JTI courts process all aspects of proposed orders back through the One Legal platform.

FREQUENTLY ASKED QUESTIONS

PLACING AN ORDER

WHAT IS eFileCA?

In some courts, filers are asked to connect their One Legal account to the court's back-end system (also known as the electronic filing manager or EFM) before placing an electronic filing transaction. This creates another extra layer of security and identity verification between the filer and the court.

HOW DO I ESERVICE WHEN I AM EFILING MY DOCUMENTS?

To electronically serve your documents as you are electronically filing them, you can simply add eService to your eFiling. Please note that electronic service is only available for subsequent filings.

FREQUENTLY ASKED QUESTIONS

EFILING FEES

WHAT ARE THE COURT-MANDATED TECHNOLOGY FEES?

This fee is charged by the court's technology vendor, meaning the company that provides the court's backend eFiling system with which One Legal connects (i.e. eFileCA or JTI). These fees vary depending on whether the court has mandated eFiling and case type, but are between \$1.95-\$6.95.

WILL ONE LEGAL DISBURSE ALL FEES?

One Legal disburses all fees, including court filing fees when applicable and copy charges if necessary.

One Legal is the simplest solution to get legal documents delivered, from eFiling, Service of Process, Courtesy Copy Delivery, eService, and more.

Since 1990, One Legal has led our industry in building easy-to-use tools for attorneys and legal support professionals. We are trusted by over 20,000 law firms to file and serve over a million cases each year.

One Legal is committed to making litigation easier and more reliable by using technology to improve efficiency and reduce risk.

Learn more at onelegal.com.



PROOF OF SERVICE

1 STATE OF CALIFORNIA
2 COUNTY OF LOS ANGELES

3 I, Laura Fera, am employed in the City of Long Beach, Los Angeles County, California. I am
4 over the age eighteen (18) years and am not a party to the within action. My business address is 180
5 East Ocean Boulevard, Suite 200, Long Beach, California 90802.

6 On April 21, 2026, I served the foregoing document(s) described as

7 **DECLARATION OF TIFFANY D. CHEUVRONT IN SUPPORT OF PETITIONERS’ MOTION**
8 **TO CONFORM FILING DATE TO ATTEMPTED TRANSMISSION DATE OR OTHER**
9 **APPROPRIATE RELIEF**

10 on the interested parties in this action by placing

11 [] the original

12 [X] a true and correct copy

13 thereof by the following means, addressed as follows:

14 Evan Eickmeyer
15 evan.eickmeyer@doj.ca.gov

16 Eric Katz
17 eric.katz@doj.ca.gov

18 James C. Crowder
19 james.crowder@doj.ca.gov

20 Benjamin P. Lempert
21 benjamin.lempert@doj.ca.gov

22 Deputy Attorneys General
23 1300 I Street, Suite 125
24 Sacramento, CA 95814
25 *Attorneys for Respondent California*
26 *Department of Fish and Wildlife*

27 Edward T. Schexnayder
28 schexnayder@smwlaw.com

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Avalon

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Richard Chastang, Chief of General Litigation
County of Los Angeles – Office of the County
Counsel

Kenneth Hahn Hall of Administration
500 West Temple Street #648

Los Angeles, CA 90012
rchastang@counsel.lacounty.gov

Responsible Party

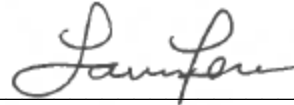
(BY MAIL) As follows: I am “readily familiar” with the firm’s practice of collection and processing correspondence for mailing. Under the practice it would be deposited with the U.S. Postal Service on that same day with postage thereon fully prepaid at Long Beach, California, in the ordinary course of business. I am aware that on motion of the party served, service is presumed invalid if postal cancellation date is more than one day after date of deposit for mailing an affidavit.

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(BY ELECTRONIC MAIL) As follows: I served a true and correct copy by electronic transmission pursuant to CCP 1010.6. Said transmission was reported and completed without error.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Executed April 21, 2026, at Long Beach, California.



Laura Fera