

UNITED STATES DISTRICT COURT
CENTRAL DISTRICT OF CALIFORNIA

CRIMINAL MINUTES - GENERAL

Case No. CR*-AHM

Date November 19, 2008

Present: The Honorable A. HOWARD MATZ

Interpreter N/A

Stephen Montes

Not Reported

Not Present

Deputy Clerk

Court Reporter/Recorder, Tape No.

Assistant U.S. Attorney

U.S.A. v. Defendant(s):

Present Cust. Bond

Attorneys for Defendants:

Present App. Ret.

Proceedings: IN CHAMBERS: ORDER RE ELECTRONIC FILING

Effective January 1, 2007, electronic filing has been mandatory for most new and pending criminal cases in the United States District Court for the Central District of California. Self-represented litigants and attorneys who take appropriate steps to opt out of the system need not comply with the following requirements.

All documents which are required to be filed in an electronic format pursuant to General Order No. 08-03 must be filed electronically no later than midnight on the date due, unless otherwise ordered by the Court. Documents filed late may be stricken by the Court. The Court will not accept documents which were filed electronically, but which otherwise fail to comply with filing requirements.

- A. First step: Electronically Filed Proposed Documents. When a proposed order or other proposed document accompanies a filing, the proposed order or other proposed document shall be in PDF format and included, as an attachment, to the main electronically filed document (e.g., stipulations, applications, motions). Proposed orders or other proposed documents that are not filed with a main document, such as a proposed judgment or proposed findings of fact, shall be electronically filed as an attachment to a Notice of Lodging and shall be electronically linked to the order or minute order directing the preparation of the proposed document.
- B. Second step: WordPerfect or Microsoft Word Copy of Proposed Documents. After the document in paragraph A has been electronically filed, a WordPerfect or Microsoft Word version of the document, along with a copy of the PDF electronically filed main document, shall be e-mailed to Judge Matz's generic email

