

COURT APPROVED DOCUMENT TYPES LIST
Contra Costa County Superior Court
January 2006

NEW CASE FILING

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SUMMONS AND COMPLAINT FILED

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CIVIL CASE COVERSHEET
DECLARATION
SUMMONS

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AMENDMENT FILED
ANSWER FILED
APPEAL OF ORDER FILED
APPL FOR DETERMINATION OF GOOD FAITH SETTLEMENT
BANKRUPTCY FILED BY DEFENDANT
CASE MANAGEMENT CONFERENCE STATEMENT FILED
COMPLAINT IN INTERVENTION FILED
CORRESPONDENCE
CROSS-COMPLAINT FILED
DECLARATION FILED
DECLARATION IN OPPOSITION TO MOTION FILED
DECLARATION IN SUPPORT TO MOTION FILED
DEMURRER FILED
EX PARTE APPLICATION FILED
GENERAL DENIAL FILED
ISSUE CONFERENCE STATEMENT FILED
JURY FEES POSTED
MEMORANDUM OF COSTS FILED
MEMORANDUM OF POINTS AND AUTHORITIES FILED
MOTION FILED
MOTION IN LIMINE FILED

NOTICE AND ACKNOWLEDGMENT OF RECEIPT FILED
NOTICE FILED
NOTICE OF APPEARANCE
NOTICE OF ENTRY
NOTICE OF ENTRY OF JUDGMENT FILED
NOTICE OF LIS PENDENS FILED
NTC OF CHANGE OF ADDRESS/PH NUM OF ATTY FIRM
NTC OF CHANGE OF ATTY FIRM NAME
NTC OF UNAVAILABILITY OF ATTORNEY
OPPOSITION FILED
ORDER AFTER HEARING FILED
ORDER APPOINTING GUARDIAN AD LITEM
ORIGINAL SUMMONS FILED
PET OR DECL TO APPOINT GUARDIAN AD LITEM
PETITION TO OR FOR FILED
PREMPTORY CHALLENGE FILED
PRF OF SRV OF DETERMINATION OF GOOD FAITH SETT
PROOF OF NON-PERSONAL SERVICE FILED
PROOF OF PERSONAL SERVICE FILED
PROOF OF SERVICE BY FAX
PROOF OF SERVICE BY MAIL
PROOF OF SERVICE OF COMPLAINT BY CERT MAIL
PROOF OF SERVICE OF COMPLAINT BY MAIL
PROOF OF SERVICE OF COMPLAINT BY PUBLICATION
PROOF OF SRV BY MAIL WITH NTC AND ACK OF RECEIPT
PROOF OF SUB SERVICE ON BUSINESS
PROOF OF SUB SERVICE ON DEFENDANT
REPLY FILED
REQUEST FOR DISMISSAL OF CAUSE OF ACTION
REQUEST FOR DISMISSAL OF DEFENDANT
REQUEST FOR JUDICIAL NOTICE FILED
REQUEST TO ENTER DEFAULT FILED
RESPONSE TO ORDER TO SHOW CAUSE FILED
STIPULATION FILED
SUBSTITUTION OF ATTORNEY FILED
SUMMARY MOTION FILED
TRIAL BRIEF FILED
WITHDRAWAL OF ATTORNEY REPRESENTING PARTY FILED

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ANSWER FILED
APPLICATION FILED
CORRESPONDENCE
CROSS-COMPLAINT FILED
DECLARATION

EXHIBIT
MEMO OF POINTS AND AUTHORITIES
NOTICE FILED
ORDER AFTER HEARING FILED
PETITION FOR MINORS CLAIM
PROOF OF NON-PERSONAL SERVICE FILED
PROOF OF PERSONAL SERVICE FILED
PROPOSED ORDER
REPLY FILED
REQUEST FOR DISMISSAL FILED
REQUEST FOR JUDICIAL NOTICE FILED
REQUEST TO ENTER DEFAULT FILED
SEPARATE STATEMENT OF DISPUTED FACTS FILED
SEPARATE STATEMENT OF UNDISPUTED FACTS FILED
SUMMONS

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Do not file a proof of service, they are not required in Contra Costa County and they appear in the lead document column.

Do submit a Microsoft Word copy of your proposed order to the judge after the document is e-filed.