

JUDGE SHERI BLUEBOND'S
PROCEDURES FOR RIVERSIDE DIVISION CASES

1. All orders that are capable of being lodged electronically shall be lodged via the Court's electronic Lodged Order Upload ("LOU") system. **ALL ORDERS LODGED IN HARD COPY SHALL BE LODGED IN THE LOS ANGELES DIVISION.**
2. Unless otherwise specifically authorized in advance by the Judge, all appearances shall be made in person in Courtroom 303 at the Riverside Courthouse. Parties who would like to appear telephonically or would like to appear at the Los Angeles Courthouse for a hearing in a Riverside case must obtain prior authorization from the Court to do so by complying with the procedures outlined in Judge Bluebond's Procedures Regarding Telephonic Appearances or Judge Bluebond's Procedures Regarding Los Angeles Appearances on Riverside cases.
3. Please note that, even if Judge Bluebond has issued a tentative ruling for a given hearing, unless (1) Judge Bluebond's chambers or calendar clerk has confirmed that no appearance is necessary or (2) the tentative ruling itself states that no appearance is necessary or that appearances have been waived, **appearances are required.** A moving party's failure to attend the hearing on its motion will result in denial of the motion for failure to prosecute and may result in the issuance of an order to show cause re sanctions. An opposing party who fails to attend the hearing on a motion that it has opposed will be deemed to have withdrawn its opposition to the relief requested in the motion.
4. In accordance with Judge Bluebond's self-calendaring instructions, parties shall contact Judge Bluebond's Riverside Courtroom Deputy, Rita Cargill, at (951) 774-1085 to schedule a regularly-noticed, nonemergency hearing on a matter pending in the Riverside Division that cannot be self-calendared. To obtain a hearing date in connection with an emergency motion pursuant to Local Rule 9075-1, parties shall contact Judge Bluebond's law clerk, Jennifer Wolfberg, at (213) 894-8982.
5. All Judge's Copies shall be served in accordance with Section 3-F and Appendix F of the Court Manual.