

## TENTATIVE RULING PROCEDURES FOR JUDGE THEODOR C. ALBERT

Tentatives are available via the Court's webPACER service. The Judge issues tentative rulings whenever possible and appropriate prior to the scheduled hearing date. Usually the tentatives are published by 4:00 p.m. the day prior to the scheduled hearings. Please do not call chambers to inquire if no tentative has been posted if it is before 4:00 p.m.

In most situations where tentative rulings are issued, an appearance is usually not required unless otherwise indicated in the tentative ruling. Please check the tentative for any appearance instructions.

If a tentative ruling is issued, a party may submit on the tentative by telephoning Judge Albert's Calendar Clerk/Courtroom Deputy, Kim Ngo, at (714) 338-5383 the **night before the hearing**. If she does not answer, please leave Kim a message that you will submit on the tentative. Kim will post this information the next morning under "Courtroom Deputy Notes" which the Judge will have on the bench. If you call **the day of the hearing**, and you cannot reach Kim directly, please call chambers at (714) 338-5430 to advise that you will submit on the tentative. If the Judge issues a tentative ruling in an uncontested matter and excuses the movant's appearance, or a party submits on the tentative, but a party appears in Court to contest the motion, the Judge will listen briefly and either allow the tentative ruling to stand or continue the hearing to allow the absent parties to be heard. The parties should check the Court's docket to verify the outcome of the hearing.

The moving party must lodge a proposed order that conforms to the Judge's tentative ruling, accompanied by a notice of entry, a service list, self-addressed, stamped envelopes bearing the names and addresses of those who are to receive a copy of the signed, entered order, along with the appropriate number of copies of the proposed order to go in those envelopes. The Court will prepare any e-filed orders.

You may deposit the proposed order and notice of entry, along with all the copies and envelopes, in the "order box" in the Courtroom (not in the Judge's courtesy copy box located outside of chambers) the day of the hearing. All proposed orders submitted after the hearing date must be lodged at the filing window.