

# Judicial Practice Guide: Common Situations

Judge **Magdalena Reyes Bordeaux** – June 2026

# 1	<b>Communicating with Judge's Staff</b>
<p><b>The Judge's Staff may communicate with you by email in the following ways:</b></p> <p><b>Notice to Filer</b> -- You may receive an NEF from court staff with "Notice to Filer" instructions that pertain to a document that was filed.</p> <p><b>Order Rejection Email</b> – You may receive an order rejection email with instructions that pertain to a specific order that was lodged with the Court.</p> <p><b>Phone Calls to Chambers</b> – Under Fed. R. Bankr. P. 9003, chambers staff is prohibited from answering any legal questions, whether procedural or substantive, regarding specific cases and matters, including assisting a party with obtaining relief against another party.</p> <p>Because of concerns about <i>ex parte</i> communications, the court has instructions for contacting chambers that can be found at <a href="#">MRB Contacting Chambers Instructions.pdf</a>.</p>	

# 2	<b>Court Hearings --- Appearances, Clients, Decorum</b>
<p>Unless otherwise directed by the Court, you may choose to appear before Judge Reyes Bordeaux either in-person, or by telephone or video using Zoomgov free of charge. Video and audio connection information for each hearing will be publicly posted on Judge Reyes Bordeaux's tentative ruling calendar, which can be found at <a href="https://ecf-ciao.cacb.uscourts.gov/CiaoPosted/">https://ecf-ciao.cacb.uscourts.gov/CiaoPosted/</a>, at least two weeks prior to the hearing. Unless otherwise ordered by Judge Reyes Bordeaux, no party or witness may appear remotely for any trial or evidentiary hearing.</p> <p>You may appear by video or audio via ZoomGov using a personal computer (which has a camera, microphone, and speaker), or a handheld mobile device (such as an iPhone and/or Android phone). You may also participate by ZoomGov via audio only by using a telephone (standard telephone charges may apply).</p> <p>A ZoomGov account is not necessary for remote access, and no pre-registration is required. Remote access through ZoomGov is free of charge. The audio portion of each hearing will be recorded electronically by the Court and this audio recording constitutes its official record.</p> <p>Members of the public and the press may only connect to the ZoomGov audio feed, and only by telephone. Access to the video feed by these individuals is prohibited. Note: if a person cannot be identified by the court clerk during the pre-hearing check-in, the party will be disconnected and removed from the zoom hearing. In the case of a trial or evidentiary hearing, no audio access will be provided. However, members of the public and the press may observe such proceedings in person.</p>	

All persons (other than authorized court staff) are strictly prohibited from making any audio or video recording of court proceedings, by any means. Violation of this prohibition may result in the imposition of monetary and non-monetary sanctions.

Remote access is a privilege. Judge Reyes Bordeaux reserves the right to suspend or discontinue any party's remote access privileges in her discretion. Further, although Judge Reyes Bordeaux makes remote access available, any party or counsel choosing to appear remotely takes the risk of any delay, malfunction, or disconnection from the hearing.

Please consult the Court's webpage at [Honorable Magdalena Reyes Bordeaux | Central District of California | United States Bankruptcy Court](#) under the "Phone/Video Appearances" tab for frequently asked questions and tips for a successful ZoomGov appearance. Judge Reyes Bordeaux's policy concerning use of electronic devices can be found at [MRB PolicyElectronicDevices.pdf](#).

Appearances are required unless Judge Reyes Bordeaux's Tentative Ruling for your matter states no appearance is necessary or that appearances have been waived. A moving party's failure to appear at the hearing will result in denial of the motion for failure to prosecute and may result in an issuance of an order to show cause re sanctions. An opposing party who fails to appear on a motion that it opposed will be deemed to have withdrawn its opposition to the relief requested in the motion.

**# 3**

### **Tentative Rulings**

The Central Guide described what may be found in a tentative ruling: [Hearings: POSTED CALENDARS and TENTATIVE RULINGS: Free Access | Central District of California | United States Bankruptcy Court](#)

Tentative rulings will generally be posted approximately 24 hours before the scheduled time of a hearing. If nothing is posted continue to check periodically. No tentative rulings are posted for the chapter 13 confirmation calendar and the Chapter 13 Trustee's motion calendar (generally motions to dismiss).

Tentative rulings can be found here <https://ecf-ciao.cacb.uscourts.gov/CiaoPosted/> by selecting Judge Reyes Bordeaux's name from the "Select Judge" tab on the left hand side of the screen.

**# 4**

### **Does Judge Reyes Bordeaux Follow All the Local Bankruptcy Rules?**

Judge Reyes Bordeaux enforces the Local Bankruptcy Rules, The Central Guide, and uses the mandatory court forms. Judge Reyes Bordeaux does not have any judicial variances at this time. Please continue to check Judge Reyes Bordeaux's page on the Court's website for updates: [MRB Judicial Variance.pdf](#)

Judicial Variance Statements are also found at section 3-13 of The Central Guide. [VARIANCE: Judicial Variance Statements | Central District of California | United States Bankruptcy Court](#)

# 5	<b>Delivering a Judge's Copy of a Document that has been filed.</b>
<p>Judge Reyes Bordeaux requires judge's copies in accordance with The Central Guide, Section 2-02. See <a href="#">MRB_Procedures-Judges-Copies.pdf</a></p> <p><b>Section 3-02 of The Central Guide</b> links to the LBRs pertaining to judge's copies and guidance on how to assemble and deliver a judge's copy may be found here: <a href="#">Chambers: DELIVER a JUDGE'S COPY   Central District of California   United States Bankruptcy Court</a></p>	

# 6	<b>Scheduling Hearings</b>
<p>Every judge has "Self-Calendaring" instructions on their webpage. Judge Reyes Bordeaux's self-calendaring procedures may be found under the "Instructions" tab and a calendar with specific days and times that are available can be found under the "Dates" tab here: <a href="#">Reyes Bordeaux, M.   Central District of California   United States Bankruptcy Court</a> .</p> <p><b>Please only use the day and time appropriate to your calendar matter and note the matters for which self-calendaring is not available. No exceptions.</b></p> <p>If you are unsure regarding which day, time and date to select, please contact Judge Reyes Bordeaux's courtroom deputy, Susan Hawkinson, for assistance at 951-774-1091.</p>	

# 7	<b>Does Judge Reyes Bordeaux Allow Digital Signatures that are Explained in LBR 9011-1?</b>
<p><b>Section 9011-1 of The Central Guide</b> at <a href="#">Signature Requirements; Types of Signatures Allowed; NEW Software-Generated Signatures   Central District of California   United States Bankruptcy Court</a> contains <b>authorization</b>, features and explanations of the court's policy regarding software-generated signatures of clients and opposing counsel when a document is to be filed electronically via CM/ECF.</p> <p>Judge Reyes Bordeaux follows the signature procedure stated within <b>Section 9011-1 of The Central Guide</b>.</p>	

# 8	<b>"Ex Parte" Motion.</b>
<p>An "<b>ex parte</b>" motion is typically requested by a party(ies) asking the court <b>enter an order quickly or hold a hearing right away</b>. <b>The Court will rarely grant a without notice. Nearly all motions require some form of notice.</b> See section 2-05 of The Central Guide regarding notice for different types of motions below:</p> <p><b>REGULAR NOTICE</b></p> <p><u>Hearings: LBR 9013-1(d): REGULAR NOTICE (7, 14, 21, 30 or 42 days of notice)   Central District of California   United States Bankruptcy Court</u></p> <p>Some motions may be determined without a hearing, See. LBR 9013-1(p)-(q) and Section 2-09 of The Central Guide found at: <u>Hearings: LBR 9013-1(p)-(q): NO HEARING UNLESS JUDGE REQUIRES   Central District of California   United States Bankruptcy Court</u></p>	

### SHORTENED NOTICE

Some motions can be heard on more than 48 hours – but less than regular notice – if the standard for shortened notice is met. See section 2-06 of The Central Guide. [Hearings: LBR 9075-1\(b\): SHORTENED NOTICE \(Fewer Than 21 Days\) | Central District of California | United States Bankruptcy Court](#)

### 48 HOUR EMERGENCY NOTICE

Other motions can be heard within 48 hours if the standard for an emergency hearing is met. If seeking such a hearing, please call Judge Reyes Bordeaux's chambers, (951) 774-1043, and leave a message. **You must file the motion before your call is returned.** See section 2-07 of The Central Guide. [Hearings: LBR 9075-1\(a\): EMERGENCIES \(48 Hours of Notice\) | Central District of California | United States Bankruptcy Court](#) and Judge Reyes Bordeaux's Instructions for Contacting Chambers: [MRB Contacting Chambers Instructions.pdf](#).

### NOTICE AND OPPORTUNITY TO REQUEST A HEARING

Some motions may be filed with 14-days notice and an opportunity to request a hearing. See section 2-08 of The Central Guide. [Hearings: LBR 9013-1\(o\): ONLY IF A PARTY REQUESTS | Central District of California | United States Bankruptcy Court](#).

# 9

### Stipulations and Motions to Continue a Hearing

Parties requesting a continuance of a hearing must adhere to **LBR 9013-1(m)(2)** and **LBR 9071-1(a)(2)**, which requires parties to **file a stipulation to continue hearing that explains the following:**

- (1) Parties must state clearly proposed new date or range of dates for a new hearing, and the reason for proposed date(s).
- (2) Stipulation must contain good cause for not using the original hearing date: "We are discussing settlement" is not necessarily good cause, as parties must show real progress towards settlement if that is the reason given.
- (3) Parties must lodge a proposed order.

When a party files a motion to continue, Judge Reyes Bordeaux follows **LBR 9013-1(m)(1)**, which **requires that:**

- (1) Motion must be filed with a notice of motion under LBR 9013-1(p).
- (2) Motion must include a declaration under penalty of perjury; and
- (3) Motion must comply with the same standard for a stipulation to continue the hearing.

# 10	<b>Submitting Exhibits as Evidence to a Motion or in a Trial</b>
<p>Evidence submitted by written declaration—instead of oral testimony—must be made by a person who has personal knowledge and authority. Testimony in a written declaration is required to authenticate an exhibit and contents of each exhibit.</p> <p><i>Exhibits require authentication to be admissible.</i></p> <p><b>Section 9014(d)-(e) of The Central Guide</b> describes how to submit exhibits as evidence to support a motion, an opposition, or a reply, as required by LBR 9013-1(c). <a href="#">CONTESTED MATTERS: Evidence   Central District of California   United States Bankruptcy Court</a></p>	

# 11	<b>What to Put in An Order Granting a Motion</b>
<p>Section 1-15 of The Central Guide provides guidance for lodging an order. See <a href="#">Orders: Judgments: Electronic LODGING: Attorneys: LOU   Central District of California   United States Bankruptcy Court</a></p> <p>Additional guidance:</p> <ol style="list-style-type: none"> <li>(1) All Orders that can be electronically lodged must be lodged via Court’s Lodged Order Upload (“LOU”) system.</li> <li>(2) <b>Link Order to proper motion, stipulation, or other request for relief.</b></li> <li>(3) In caption, indicate document being ruled on, such as “order granting/denying motion...”</li> <li>(4) Do not include the word “Proposed” in the caption of the order.</li> <li>(5) File a Notice of Lodgment if necessary. See <a href="#">Orders: Notice of Lodgment: Requirements and Forms; Effective Date   Central District of California   United States Bankruptcy Court</a></li> </ol>	

# 12	<b>Procedures for Settlements, Including Dismissal of a Dispute</b>
<p><b>DISMISSAL OF DISPUTE</b></p> <p>If a dispute gets settled or a moving party decides not to continue pursuing relief, the movant can file a notice of voluntary dismissal unless a stipulation is needed. See section 9013-1(k) of The Central Guide found at: <a href="#">Motions: Voluntary DISMISSAL or Stipulation to Dismiss   Central District of California   United States Bankruptcy Court</a></p> <p><b>SETTLEMENT OF DISPUTE UNDER FRBP 9019</b></p> <p>FRBP 9019(a) provides that a trustee may settle a matter by filing a separate motion to approve a compromise. See LBR 9019-1, made effective on 10-21-2024, and Section 9019-1 of The Central Guide found at: <a href="#">Settlement; Compromise of Controversy; Motion Required; Notice on Related Adversary Proceeding   Central District of California   United States Bankruptcy Court</a></p> <p>LBR 9019-1 clarifies that:</p> <ol style="list-style-type: none"> <li>1. Proceeding to settle or compromise a dispute qualifies as a contested matter.</li> </ol>	

2. Motion to compromise must be filed on docket of main case, even if compromise will settle part or all of an adversary proceeding.
3. Notice of motion and the motion to compromise must specify if compromise settles all claims against all parties, or whether any parties or claims remain disputed.
4. If compromise is within an adversary proceeding, a notice must also be filed in adversary proceeding to indicate a motion to compromise has been filed on main case docket.

**# 13**

**Procedures in Adversary Proceedings**

Judge Reyes Bordeaux's procedural requirements for adversary proceedings may be found here: [MRB Status-Conferences-Instructions.pdf](#)

Pre-trial stipulation vs order?

LBR 7016-1(b)(3) specifies two ways to submit a Pre-Trial Stipulation. Judge Reyes Bordeaux requires a Pre-Trial Stipulation to be filed on the docket and not separately lodged in LOU. A separate proposed Pre-Trial Order must be lodged in LOU once the Pre-Trial Stipulation has been approved by the Court.

**# 14**

**Procedures in Chapter 11 Cases**

At the beginning of each chapter 11 case, Judge Reyes Bordeaux enters an order setting an initial chapter 11 case status conference that discusses actions the court may take at the status conference, or at any continued status conference, and sets forth requirements for filing and serving documents, including case status reports.

**# 15**

**Procedures in Chapter 13 Cases**

For a summary of important procedures in Chapter 13 cases, please refer to LBR 3015-1.

**# 16**

**Motions for Relief from Stay**

For additional requirements for motions for relief from stay filed before Judge Reyes Bordeaux please see [MRB MotionReliefStay.pdf](#).

**# 17**

**What if My Opponent Won't Cooperate in Legal Discovery?**

Judge Reyes Bordeaux requires parties to comply with requirements of LBR 7026-1(c) when a discovery dispute arises. See section 7026-1(c) of The Central Guide for more explanation. [DISCOVERY: Resolve Disputes about Discovery Process | Central District of California | United States Bankruptcy Court](#)

# 18	<b>Participating in the Court's Loan Modification Management Program</b>
<p>Our court has a program for debtors who own real property that is at risk of foreclosure. It is called the "<b>Loan Modification Management Program</b>" because there is a company that manages a portal where documents are submitted and stored. The short term for the program is "<b>LMM Program</b>." The purpose of the program is for lenders and debtors to work together in a supervised manner to hopefully avoid the foreclosure process.</p> <p>A debtor whose case is assigned to Judge Reyes Bordeaux may participate in the LMM program. See section 3-10 of The Central Guide for the LMM procedures and LMM forms. <a href="#">Special Tab: LOAN MODIFICATION MANAGEMENT PROGRAM   Central District of California   United States Bankruptcy Court</a></p>	

# 19	<b>Court Mediation Program vs. Judicial Settlement Conferences</b>
<p>The <b>bankruptcy court mediation program</b> was created in coordination with local bar associations to help parties involved in a in a bankruptcy case or adversary proceeding to resolve their disputes for free or at low cost. The mediation program is available to parties who voluntarily agree to participation in mediation or who are ordered to participate in mediation by a Judge within the Central District of California. The applicable procedures and forms may be found in <b>section 1-14</b> of The Central Guide: <a href="#">MEDIATION Program: Alternate Dispute Resolution   Central District of California   United States Bankruptcy Court</a></p> <p>Judge Reyes Bordeaux does not serve as a mediator in the court's mediation program and does not act as a settlement judge over disputes presided over by other bankruptcy judges.</p>	