

Judicial Practice Guide

Judge Ronald A. Clifford III – June 2025

# 1	Communication with the Judge's Staff
<p>The Judge's staff may communicate with you in the following ways:</p> <p>Notice to Filer - You may receive an NEF from court staff with "Notice to Filer" instructions that pertain to a document that was filed on the Court's docket.</p> <p>Order Rejection Email - You may receive an order rejection email with instructions that pertain to a specific order that was lodged with the Court.</p> <p>Response to Request for a Hearing on Less Than Regular Notice: LBR 9075-1(a)(b)</p> <p><u>Requests for Hearing on an Emergency Basis Under LBR 9075-1(a)</u></p> <p>If you have a true emergency requiring a hearing on less than 48 hours of notice under LBR 9075-1(a), a hearing may be requested by following the below instructions:</p> <ol style="list-style-type: none">1. Before calling chambers, be prepared with (1) the name of the debtor, (2) applicable bankruptcy case or adversary proceeding number, (3) identity and role of party seeking relief, (4) name of the motion and relief to be requested in the motion, (5) specific need for the motion to be heard within 48 hours, and (6) requested hearing date.2. Call Chambers at 805-884-4860 to request a hearing date. If no answer is received, leave a message with the above details. <p><u>Requests for Hearing on Shortened Notice Under LBR 9075-1(b)</u></p> <p>If you do not need a hearing within 48 hours, do <u>not</u> call Chambers. Compliance with LBR 9075-1(b) is mandatory. The applicant must:</p> <ol style="list-style-type: none">1. File the underlying motion.2. File LBR form F 9075-1.1.APP.SHORT.NOTICE.3. Lodge LBR form F 9075-1.1.ORDER.SHORT.NOTICE. <p>In the application for order shortening time, the applicant must indicate (1) the specific need for the motion to be heard on shortened time, and (2) the requested hearing date. If the requested hearing date is not clearly indicated in the application, the Court will determine when to set the hearing based upon the Court's calendar.</p> <p>If the application is granted, the Court will enter an order that notifies the applicant of the (1) the hearing date and time, (2) the manner of service required for notice of the hearing and all other required documents, and (3) the deadlines for filing and serving any opposition to the motion and any replies in support of the motion.</p> <p>Phone Calls to Chambers - Pursuant to Bankruptcy Rule 9003, Chambers is unable to answer any legal questions, whether procedural or substantive, regarding specific cases. Any calls</p>	

and/or voicemails regarding such will not be returned by Chambers. Any calls and/or voicemails regarding permission to appear via zoom will not be returned by Chambers. The parties should refer to Judge Clifford's Courtroom Policies and Procedures, the tentative ruling, and any prior rulings in the case to determine whether zoom appearances are permitted or in-person appearances are required.

All questions regarding the status of a case or general information regarding a case should be directed to the Clerk's office at 805-460-9641. If you have questions regarding Judge Clifford's self-calendaring procedures, please refer to the Court's website at www.cacb.uscourts.gov or contact the Courtroom Deputy at 805-884-4873. For all transcript requests, please call 805-884-4884.

# 2	Court Hearings – Appearances & Decorum
<p>When appropriate, hearing participants may view and listen to hearings before Judge Clifford using ZoomGov video or telephone conference line free of charge. Video and audio connection information for each hearing will be provided on Judge Clifford's publicly posted hearing calendar, which may be viewed online at: https://ecf-ciao.cacb.uscourts.gov/CiaoPosted/ and selecting "Judge Ronald A. Clifford III" from the tab on the left side of the page.</p> <p>All participants connecting via ZoomGov video must be done with the appearing party's video on. Proper court attire is required of all parties appearing via ZoomGov video. Any virtual backgrounds are to be of a solid color, without pictures, videos or scenes.</p> <p>No party may appear by ZoomGov video or telephone conference line from any place other than a quiet room in an office or home. Parties may not appear via ZoomGov video or telephone conference line from a vehicle of any kind, moving or not. All participants, whether via ZoomGov video or telephone conference line, must conduct themselves with the same dignity as if they are in the courtroom.</p> <p>Regarding remote access to hearings, members of the public may <u>NOT</u> observe any hearing via Zoomgov video/audio. Members of the public may observe non-evidentiary hearings where no live testimony is being taken via Zoomgov telephone conference line <u>ONLY</u>. If members of the public attempt to observe hearings remotely in any manner other than over via Zoomgov telephone conference line, the Court will remove them from Zoomgov for the hearing(s). No members of the public will be permitted to observe, via telephone line or otherwise, trials, evidentiary hearings, hearings where live testimony will be taken, and hearings where sensitive information is being disseminated that may not be adequately safeguarded.</p>	

# 3	Tentative Rulings
<p>Judge Clifford generally issues tentative rulings regarding law and motion matters before 5 p.m. of the day prior to the beginning of the hearing day. Tentative rulings are posted on the</p>	

court's website (www.cacb.uscourts.gov) and on PACER. Tentative rulings may not be rendered on every matter.

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Judge's Copies

Judge Clifford does not accept judge's copies. Do not send judge's copies.

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Scheduling Hearings

Every judge has "Self-Calendaring" instructions on their webpage. Judge Clifford's calendar of dates and calendaring instructions with the specific days and times that Judge Clifford hears particular matters may be found here: <https://www.cacb.uscourts.gov/judges/honorable-ronald-clifford-iii>

ONLY use the day and time appropriate to your calendar matter. No exceptions.

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Pretrial Conferences

The attorney responsible for litigating the trial must appear in-person at the pretrial conference. Failure to appear at the pretrial conference may result in the imposition of sanctions and issuance of an order to show cause why the case should not be dismissed for failure to prosecute.

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Service of Motions and Applications

Service of all motions and applications must comply with the applicable Federal Rules of Bankruptcy Procedure and the Local Bankruptcy Rules. The movant must use the Court's creditor mailing matrix dated the date of service, which can be found on CM/ECF, and attach the same to the proof of service on all motions that require service on all creditors. Movant should not create or use their own creditor lists as a substitute for the Court's creditor mailing matrix. The order will not be signed and/or rejected if the Court's creditor mailing matrix is not attached.

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Stipulations or Motions to Continue a Hearing

Contacting chambers is not an effective method to obtain a continuance. When all parties agree to continue a hearing, Judge Clifford follows LBR 9013-1(m)(2) and LBR 9071-1(a)(2), which requires that the parties file a stipulation to continue the hearing:

1. The parties must state clearly the proposed new date or range of dates for a new hearing, and the reason for the proposed date in the stipulation.
2. The stipulation must contain good cause for not using the original hearing date: "We are discussing settlement" is not necessarily good cause, as the parties must show real progress towards settlement if that is the reason given.
3. The stipulation must include a proof of service.
4. The parties must lodge a proposed order.

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

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

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Exhibits as Evidence to a Motion/Application or in a Trial

Motions/Applications - All motions and applications must be supported by declaration(s). Pleadings submitted without supporting declarations will likely be denied, even if no opposition is filed. In matters where an appraisal is submitted in support of a pleading, e.g., relief from stay matters, the appraisal must be authenticated by a declaration of the appraiser or the appraisal will not be considered.

Trials - Three (3) trial exhibit binders should be submitted to the clerk's office intake window by 4:00 p.m. the day before trial unless ordered otherwise. This does not include the trial exhibit binder for the opposing side. The parties are to exchange their respective trial exhibit binders on their own.

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Dismissal of a Motion/Application

Sometimes a dispute gets settled and the moving party decides not to continue pursuing relief. In such case, 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: [Motions: Voluntary DISMISSAL or Stipulation to Dismiss | Central District of California | United States Bankruptcy Court](#)