



# LOS ANGELES COUNTY FAMILY EFILING GUIDE

First Legal has created this resource to assist our clients with electronic eFiling. The information contained within this guide was extracted from the official court website, local rules, and the vast experience of our concierge eFiling team.

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## System Information

- **System**
  - Odyssey
- **Mandatory**
  - Family [includes Civil Harassment & Workplace Violence cases]
- **Voluntary**
  - Restraining Orders / Response to Restraining Orders

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## Helpful Link

- **Family Website**
  - <https://www.lacourt.org/division/efiling/efiling2.aspx#familylaw>
- **Family Doc Name List**
  - [https://www.lacourt.org/division/efiling/pdf/FL-efilingdocumentlist\\_0921.pdf](https://www.lacourt.org/division/efiling/pdf/FL-efilingdocumentlist_0921.pdf)
- **Family FAQ**
  - [FL-efilingFAQs.pdf \(lacourt.org\)](#)
- **Family Case Access**
- **Courthouse Locations**
  - [JTI Court Code Abbreviations .xlsx](#)

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## Filing Requirements

- **MB Size Limits**
  - 25 MB per document
  - 35 MB per submission
- **Formatting**
  - Bookmark
  - Text-Search

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## Exceptions List

- Peremptory Challenges (PC); any filings related to a Peremptory Challenge (i.e. Notice of ruling re PC, Notice of withdrawal of PC etc.)
- Bonds/Undertakings/Warrants
- Settlement Conference Briefs/Mandatory Settlement Conference Statement
  - Note: Only eFiled w/ Minute Order from Judge mandating
  - If mandated, submit as "Brief (name extension)"
- Full Notice of Lodgment (NOL) document
  - Note: Submit only the pleading of the document; full version of NOL with exhibits to be submitted over-the-counter
  - Note: Can only file full NOL when mandated by Judge; when mandated, will be advised must eFile full document
- Under Seal
  - Note: Can only file when mandated by Judge
  - If mandated, submit as normal applicable/matching document type and leave note to Clerk re document filed under seal
  - Document must state being filed under seal on caption

## Submission Requirements

- **Appeals**
  - Walk in (all)
  - The appeals documents are still filed via eFiling
- **Under Seal**
  - Can ONLY be submitted by mandate/order from the Judge
  - If mandated, submit as normal applicable/matching document type and leave note to Clerk re document(s) filed under seal
    - It's a plus to have the Minute Order or Date to also reference in Note to Clerk

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- **Court Reporter Fees**
  - N/A
- **Restraining Orders/Response to Restraining Orders**
  - "Permissive", may be eFiled OR sent OTC
- **Request for Order ("RFO") w/ Temporary Emergency Orders Marked**
  - Submit as "Ex Parte Application"
- **Request for Order ("RFO") w/ "Change" Marked**
  - Submit as matching "RFO/MOD" type – if \$85 not prompted, make sure to select the additional \$25 change fee in Court Fees tab
    - Total for RFO change/modification = \$85
- **Workplace Violence/Civil Harassment Cases**
  - Need to go under the "CIVIL RESTRAINING ORDER" case type (not family or civil)

For any questions or comments about the information provided, please connect with us [here](#). We also welcome your suggestions for other information that can improve this resource!