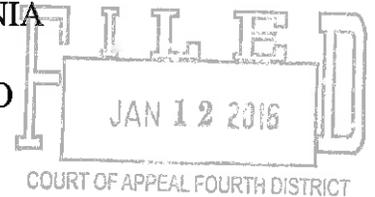


COURT OF APPEAL OF THE STATE OF CALIFORNIA

FOURTH APPELLATE DISTRICT, DIVISION TWO

MISCELLANEOUS ORDER 16-16



FORMAT FOR ATTACHED MULTI-DOCUMENT AUGMENT MOTIONS AND  
JUDICIAL NOTICE REQUESTS

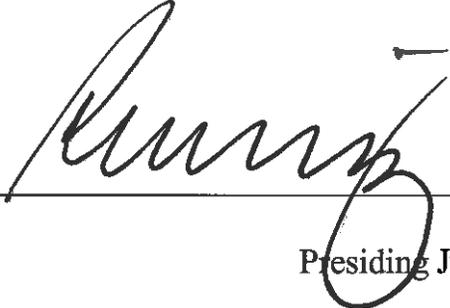
THE COURT:

When a party attaches to its motion to augment or request for judicial notice more than one document to be added to the record or judicially noticed, the attached documents must be formatted as follows: (a) the documents must be arranged either (i) chronologically by filing date if they were filed in the superior court or (ii) if not, in any reasonable order; (b) the pages must be numbered consecutively; and (c) two indices must be included at the beginning of the attached documents indicating the pages on which each document begins, (i) the first being an index of the documents in order as chronologically or otherwise arranged in the attachments, and (ii) the second being an alphabetical index of the documents by their titles.

Good cause for this order exists. Augmentation and generally judicial notice are in the court's discretion, and chronological or other reasonable arrangement and indices make reference to and review of the attached documents more efficient. (See Evid. Code, § 459, subd. (a) [appellate court judicial notice generally discretionary, but mandatory when properly noticed, or required to be noticed, by trial court]; Cal. Rules of Court, rules 8.155(a) [court *may* order augmentation]; *Ragland v. U.S. Bank*

*National Assn.* (2012) 209 Cal.App.4th 182, 193 [the appellate court *may* take judicial notice of matters not appearing in appellate record or augmentable]; *Russi v. Bank of America* (1945) 69 Cal.App.2d 100, 102 [discretionary character of augmentation]. See also Cal. Rules of Court, rules 8.155(a)(2) [requiring copies of added documents to be attached and consecutively numbered], 8.144(a)(1)(C), (D) [requiring chronological arrangement of documents and consecutively numbered pages in clerk's transcripts], 8.144(b)(1) [requiring chronological indices in clerk's transcripts], 8.252(a)(3) [requiring attachment of documents to judicial notice request].)

The order is effective on the date of its filing and remains effective unless and until the order is vacated or superseded by an order of this court.



Presiding Justice