

Electronic Document Submission Instructions

Sixth Appellate District

Name your document using the naming convention below. Please no spaces:

[Case Number]_[Abbreviation of Document Title]_ [Filing Party]

For example:

H012345_AOB_Doe

H012345_RB_StateFarmIns

Abbreviations that are to be used for naming your documents:

Appellant's Opening Brief	AOB
Respondent's Brief	RB
Appellant's Reply Brief	ARB
Amicus Curiae Brief	ACB
Petition for Rehearing	RP
Answer Thereto on Petition for Rehearing	ARP
Answer to an Amicus Curiae Brief	RAC
Letter Brief	LB
Supplemental Brief	SPB
Petition filed under W&I § 366.26 and 366.28	JWP
Service copy of Petition for Review filed with the California Supreme Court	CPR
Service copy of trial court documents	RDT
Petition for Writ of Mandate, Prohibition or Certiorari	PTW
Petition for Writ of Habeas Corpus	PWH
Petition for Writ of Supersedeas	PS
Petition for Writ of Review (WCAB, PUC, ALRB, PERB)	PWR
Exhibits (if bound separately)	EFS
Opposition, Answer or Return	OPO
Reply or Traverse	REP

Documents must be:

- A single, text-searchable PDF file. Please note that scanned images are NOT text-searchable.
- No more than 5 MB in size
- An exact duplicate of the paper copy.

See also Cal. Rules of Court, rules 8.70 to 8.79