

# CALIFORNIA MANDATORY eFILING COURTS



COUNTIES		
BUTTE	MONTEREY	SANTA BARBARA
CALAVERAS	NAPA	SANTA CLARA
FRESNO	ORANGE	SANTA CRUZ
KERN	SAN DIEGO	SONOMA
KINGS	SAN FRANCISCO	STANISLAUS
LOS ANGELES	SAN LUIS OBISPO	SUTTER
MERCED	SAN MATEO	YUBA

## eFILING

ACE, a certified electronic filing service provider (EFSP), eFiles in state courts throughout California. Select either the ACE Concierge Service to manage the entire process or submit via the ACE eFile Self-Service Portal.

### CONCIERGE eFILING

*Delivers peace of mind*

**EMAIL REQUEST TO:**

[eFiling@acelegal.com](mailto:eFiling@acelegal.com)

ACE Concierge eFiling department reviews, prepares and eFiles documents on your behalf until 11:59pm. The review process includes the following:

- Identifies the document type and confirms the specific county court procedure for filing
- Ensures documents are assigned a proper filename
- Checks if more than one document has been included in the pdf
- Confirms court cutoff times
- Reviews form, font size, pagination and exhibits
- Verifies if pdf is word-searchable
- Checks for proper application of bookmarks
- Confirms pdf file size limitations
- Advance fees when necessary

### SELF-SERVICE eFILING

File documents directly with the court using the ACE Self-Service portal:

**CLICK BELOW:**

[ACE eFILE SELF-SERVICE](#)

### COURTESY COPY DELIVERY

Service includes:

- Review of the judge's standing rule on the court website
- Print the documents (copy fees apply) and attach the eFiling submission confirmation
- Insert document into an envelope and deliver to the court