

# CALIFORNIA MANDATORY eFILING COURTS



COUNTIES			
ALAMEDA	MENDOCINO	SAN DIEGO	SANTA CRUZ
BUTTE	MERCED	SAN FRANCISCO	SONOMA
CALAVERAS	MONTEREY	SAN JOAQUIN	STANISLAUS
FRESNO	NAPA	SAN LUIS OBISPO	SUTTER
KERN	ORANGE	SAN MATEO	TEHAMA
KINGS	PLACER	SANTA BARBARA	YOLO
LOS ANGELES	RIVERSIDE	SANTA CLARA	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