

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Los Angeles | (213) | 250-1111 | * Fax (213)
 | 250-1197 |
| Direct line to legal | (213) | 250-9111 | * Fax (213)
 | 250-1197 |
| Los Angeles (West) | (310) | 277-9111 | * Fax (310)
 | 277-9153 |
| Direct line to legal | (310) | 277-7101 | * Fax (310)
 | 277-9153 |
| Inland Empire | (951) | 779-1110 | * Fax (951)
 | 779-0100 |
| San Diego | (619) | 231-9111 | * Fax (619)
 | 231-1361 |
| San Francisco | (415) | 626-3111 | * Fax (415)
 | 626-1331 |
| Santa Ana | (714) | 541-1110 | * Fax (714)
 | 541-8182 |
| Sacramento | (916) | 444-5111 | * Fax (916)
 | 443-3111 |
| Las Vegas | (702) | 671-4002 | * Fax (702)
 | 366-0768 |
| Phoenix | (602) | 248-9700 | * Fax (602)
 | 248-9727 |

|  |  |  |  |
| --- | --- | --- | --- |
| **COURT FILING / COURT RESEARCH FORM** | web address: [www.firstlegal.com](http://www.firstlegal.com)  | CONTROL NO. | DATE: |
| FIRM NAME:PHONE: FAX:ATTY / SECRETARY: EXT: | DESTINATION / COURT: |
| DOCUMENTS |
| CASE NO: |
| CLIENT MATTER / ATTY. CODE: | CLAIM NO: |
| SHORT TITLE OF CASE: | HEARING SET FOR: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ AT \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ DEPT/DIV \_\_\_\_\_\_\_\_\_\_ |
| SELF ADDRESSED STAMPED FEEENVELOPE (S) ATTACHED ATTACHED: $ |
| **PLEASE NOTE ANY SPECIFIC OR TIMELY FILING REQUIREMENTS** |
| **COURT RESEARCH** | **ON DEMAND FILINGS** | **COURT RUN** |
| ASAP RESEARCH (Immediate)SAME DAY RESEARCH (Allow full day to obtain)NEXT DAY RESEARCH (Allow two days to obtain) | SPEC FILE RUSH FILE(Immediate) (Within 2 hours)ASAP FILE REG FILE(Within 1 hour) (Within 4 hours) | SAMEDAY (Filings Only)\*NEXTDAY (Filings Only)\*\*Per Agreement |
| FILE ISSUE SUBMITRESEARCH CERTIFIED FORMCOPY REQUEST COPY REQUEST |  |
| OTHER: |
| Completed by: |
| SPECIAL INSTRUCTIONS:First Appearance Fee Paid On: On Behalf of In the amount of $ Approved by: |

LIABILITY FOR LOSS OR DAMAGE TO ITEMS LIMITED TO $250.00