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UNITED STATES DISTRICT COURT
CENTRAL DISTRICT OF CALIFORNIA

Preservation Technologies, LLC,)	Case No. CV 11-10701-JFW (JEMx)
)	
Plaintiff,)	STANDING ORDER
)	
v.)	
)	
Facebook, Inc.,)	
)	
Defendants.)	
_____)	

READ THIS ORDER CAREFULLY. IT CONTROLS THE CASE AND DIFFERS IN SOME RESPECTS FROM THE LOCAL RULES.

This action has been assigned to the calendar of Judge John F. Walter. Both the Court and counsel bear responsibility for the progress of litigation in Federal Court. To secure the just, speedy, and inexpensive determination of every action, all counsel are ordered to familiarize themselves with the Federal Rules of Civil Procedure, the Local Rules of the Central District of California, the General Orders of the Central District and the Judge's Procedures and Schedules found on the website
/ / /

1 for the United States District Court for the Central District
2 of California (www.cacd.uscourts.gov).

3 IT IS HEREBY ORDERED:

4 **1. Service of the Complaint:**

5 The plaintiff shall promptly serve the Complaint in
6 accordance with Fed.R.Civ.P. 4 and shall file the proof(s) of
7 service pursuant to the Local Rules. **The plaintiff is hereby**
8 **notified that failure to serve the Complaint within 120 days**
9 **as required by Fed.R.Civ.P. 4(m) will result in the dismissal**
10 **of the Complaint against the unserved defendant(s).**

11 **2. Presence of Lead Counsel:**

12 Lead trial counsel shall attend all proceedings before
13 this Court, including all scheduling, status, and settlement
14 conferences. Only ONE attorney for a party may be designated
15 as lead trial counsel unless otherwise permitted by the
16 Court.

17 **3. Electronic Filing and Courtesy Copies:**

18 (a) Within ten days of a party's initial appearance, lead
19 trial counsel shall file a declaration entitled, "Declaration
20 of Lead Trial Counsel re: Compliance with General Order
21 Authorizing Electronic Filing" which shall notify the Court
22 that counsel has registered as an "ECF User." The
23 declaration shall include counsel's "E-Mail Address of
24 Record" and shall state whether counsel has consented or
25 elected not to consent to service and receipt of filed
26 documents by electronic means.

27 If counsel has not consented to the service and receipt
28 of filed documents by electronic means, counsel shall

1 immediately file and serve via U.S. Postal Service on all
2 parties who have appeared in the action a Notice advising all
3 parties that counsel has elected not to consent to electronic
4 service of documents in this action.

5 (b) All documents that are required to be filed in an
6 electronic format pursuant to the General Order Authorizing
7 Electronic Filing shall be filed electronically no later than
8 4:00 p.m. on the date due unless otherwise ordered by the
9 Court. Any documents filed electronically after 4:00 p.m. on
10 the date due will be considered late and may be stricken by
11 the Court. Any documents which counsel attempt to file
12 electronically which are improperly filed will not be
13 accepted by the Court.

14 (c) Counsel are ORDERED to deliver **2 copies** of all
15 documents filed electronically in this action to Chambers.
16 For each document filed electronically, one copy shall be
17 marked "CHAMBERS COPY" and the other copy shall be marked
18 "COURTESY COPY." The "CHAMBERS COPY" and "COURTESY COPY" are
19 collectively referred to herein as "Courtesy Copies." The
20 Courtesy Copies of each electronically filed document must
21 include on each page the running header created by the ECF
22 system. In addition, on the first page of each Courtesy
23 Copy, in the space between lines 1 - 7 to the right of the
24 center, counsel shall include the date the document was
25 e-filed and the document number. The Courtesy Copies shall
26 be delivered to Chambers no later than 10:00 a.m. on the next
27 business day after the document was electronically filed.
28 All documents must be stapled or bound by a two prong

1 fastener, the electronic proof of service must be attached as
2 the last page of each document, and all Exhibits to
3 Declarations or Request for Judicial Notice must be tabbed.
4 Counsel shall not staple the "COURTESY COPY" and "CHAMBERS
5 COPY" together. The "COURTESY COPY" of all documents must be
6 three-hole punched at the left margin with oversized 13/32"
7 hole size, not the standard 9/32" hole size.

8 (d) For any document that is not required to be filed
9 electronically, counsel are ORDERED to deliver 1 conformed
10 copy of the document, which shall be marked "COURTESY COPY,"
11 to Chambers **at the time of filing**.

12 (e) If the Court has granted an application to file
13 documents under seal, the Court's Courtesy Copies shall
14 include a complete version of the documents including any
15 sealed documents with an appropriate notation identifying
16 that portion of the document that has been filed under seal.
17 For example, if the Court orders Ex. A to a Declaration filed
18 under seal, the Court's Courtesy Copies of the Declaration
19 should include Ex. A as an attachment with a notation that it
20 has been filed under seal pursuant to the Court's order.

21 (f) In the unlikely event counsel finds it necessary to
22 file a Notice of Errata: (1) the Notice of Errata shall
23 specifically identify each error by page and line number and
24 set forth the correction; and (2) a corrected version of the
25 document in its entirety shall be attached to the Notice of
26 Errata.

27 (g) When a proposed order accompanies an electronic
28 filing, a WordPerfect or Word copy of the proposed order,

1 along with a copy of the PDF electronically filed main
2 document shall be e-mailed to JFW_Chambers@cacd.uscourts.gov.
3 The subject line of the e-mail shall be in the following
4 format: court's divisional office, year, case type, case
5 number, document control number assigned to the main document
6 at the time of filing, judge's initials and filer (party)
7 name. Failure to comply with this requirement may result in
8 the denial or striking of the request or the Court may
9 withhold ruling on the request until the Court receives the
10 required documents.

11 **4. Discovery:**

12 (a) All discovery matters have been referred to a United
13 States Magistrate Judge. (The Magistrate Judge's initials
14 follow the Judge's initials next to the case number.) All
15 discovery documents must include the words "DISCOVERY MATTER"
16 in the caption to ensure proper routing. Counsel are
17 directed to contact the Magistrate Judge's Courtroom Deputy
18 to schedule matters for hearing.

19 All decisions of the Magistrate Judge shall be final,
20 subject to modification by the District Court only where it
21 is shown that the Magistrate Judge's Order is clearly
22 erroneous or contrary to law. Any party may file and serve a
23 motion for review and reconsideration before this Court. The
24 moving party must file and serve the motion within fourteen
25 calendar days of service of a written ruling or within
26 fourteen calendar days of an oral ruling that the Magistrate
27 Judge states will not be followed by a written ruling. The
28 motion must specify which portions of the ruling are clearly

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