

## **UPDATED June 28, 2021: New Criminal Protocols to Address Covid-19**

### **NEW-Criminal E-Filing Pilot now live.**

- Please contact your office administrator for more information and see the “**Motion Matrix**” for eligible filing types.
- If you are a private attorney, please contact [File and Serve Express](#) for more information on how to set up an account for filing.
- Note: Please continue to provide hard courtesy copies per [Local Rule 2.7\(B\)-Courtesy Copies](#)

### **Locate Your Next Court Date, Visit Our Website At:**

<https://www.sfsuperiorcourt.org/divisions/criminal/upcoming-cases>

- You can search by defendant name, attorney name or department.
- All the documents are fully searchable so you can also search by court number within any of the documents using the “find” or “search” function

### **NEW-Calendar A Motion, please see the new “**Motion Matrix**”-Updated June 28, 2021**

- The new Matrix identifies motions that require preapproval
- The new Matrix provides new email addresses to request preapproval
- All other motions may be filed without preapproval

### **Schedule a Virtual Settlement Conference Email To:**

[julius.deguia@sfgov.org](mailto:julius.deguia@sfgov.org)

### **Check for Subpoenaed Records, Email To:**

[SubpoenaedRecordsandExhibits@sftc.org](mailto:SubpoenaedRecordsandExhibits@sftc.org)

### **Have an In-Custody Defendant Appear via Zoom using San Francisco Sheriff’s Department Virtual Justice Process:**

- Counsel should reach out to courtroom bailiff
- Scheduled on first come first serve basis
- Contact the Sheriff’s Supervisors at (415) 551-7532