



SUPERIOR COURT

COUNTY OF MADERA
STATE OF CALIFORNIA

DALE J. BLEA
PRESIDING JUDGE

SOSI C. VOGT
ASSISTANT PRESIDING JUDGE

ADRIENNE CALIP
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Summary of Proposed Amendments to Local Rules

SUMMARY:

The proposed amendments to the Court's Local Rules ("Rules"), are part of the Court's continuing effort to review, correct, and update its Rules as needed.

Below is the full text of proposed local rules with deletions noted in ~~striketrough~~ and additions noted in underline.

Division 1 COURT ORGANIZATION AND GENERAL PROVISIONS

Chapter 2 Definitions and Preliminary Provisions

1.2.2 Effective Date of Rules. These rules are effective ~~July 1, 2025~~ January 1, 2026 and on the effective date shall supersede any previous local rules of the Madera County Superior Court and Madera County Municipal Court. (Effective 7/1/08, amended 1/1/13, 1/1/15, 1/1/17, 7/1/20, 7/1/21, 1/1/22, 1/1/23, 7/1/23, 1/1/25, ~~7/1/25~~, 1/1/26).

Chapter 4 Court Reporter, Interpreter and Translator

1.4.4 Interpreters

(a) Definitions.

- (1) "Indigenous language" means a language that is native to a particular region and spoken by its indigenous peoples. Indigenous languages at times, require relay interpreting.

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Effective January 1, 2026

- (2) “Relay interpreting” is the process by which two interpreters with different language pairs work in tandem to communicate between the target language and English.
- (b) The Court provides Court Interpreters at no cost to Limited Language court users in all court proceedings, to the extent required by state and federal laws. The Court recognizes the benefit of providing Court Interpreters for all cases~~s~~ types including civil, and will make all necessary efforts to provide interpreters in civil cases in accordance with Evidence Code § 756 and with the availability of interpreters.
- (c) In civil, family law, probate, or small claims cases, requests shall be submitted on the Court local MAD-INT-001 form available on the Court’s website, or Judicial Council Form INT-300, to the clerk’s office or to the court’s Interpreter Coordinator via email to interpreter.madera@madera.courts.ca.gov ~~In order for the Court to identify the need for a spoken language interpreter in lower priority case types, upon the filing of the case, submit the Court’s local MAD-INT-001 form, located on the Court’s website, or Judicial Form INT-300, to the Court’s Interpreter Coordinator.~~
- (d) In civil, family law, probate, or small claims cases, parties shall provide the Court with a minimum of ten (10) court days’ notice to ensure that an interpreter will be available. If it is not possible to provide this information ten (10) court days prior to a hearing, the information shall be communicated to the interpreter coordinator at the earliest possible opportunity. ~~Parties who desire to hire their own interpreter may do so, as long as the private interpreter meets the qualifications set forth in Government Code §68561 and §68566.~~
- (e) Where it is later determined that the interpreter is not needed, the party or counsel shall provide notice to the court’s Interpreter Coordinator, either verbally or in writing, with a minimum of two (2) court days before the hearing. If it is not possible to provide this information two (2) court days prior to the hearing because a determination has not yet been made, the information shall be communicated to the interpreter coordinator at the earliest possible opportunity.
- (f) Parties who desire to hire their own interpreter may do so, as long as the private interpreter meets the qualifications set forth in Government Code §68561 and §68566.
- (g) It is the responsibility of each attorney representing persons who require the services of an indigenous language interpreter, or self-represented litigant, to communicate with the court’s interpreter coordinator no less than five (5) court days before any hearing regarding the appropriate indigenous language variant required for the litigant to receive and understand all proceedings whether communicated verbally or in writing. If it is not possible to provide this information five (5) court days prior to a hearing, the information must be communicated to the interpreter coordinator at the earliest possible opportunity.

The information required includes, but may not be limited to:

- (1) the indigenous language understood by the litigant;
- (2) the country, state, municipality and town in which the language is spoken;
- (3) contact information for the litigant or a family member who may be able to provide the necessary language variant information;
- (4) any other information the interpreter coordinator reasonably requests to secure the services of an appropriate interpreter.

The failure to comply may result in the imposition of monetary sanctions, at the discretion of any judicial officer of this court, pursuant to California Code of Civil Procedure section 177.5.

(Effective 7/1/08; Renumbered 1/1/13, amended 1/1/15, 7/1/18, 7/1/20, 1/1/26)

Chapter 10 ~~**Law Enforcement Use of Body Worn Cameras**~~ **Photography, Filming, Recording & Broadcasting**

1.10.1 Photographing, Recording and Broadcasting in Court.

- (a) Definitions. This rule adopts the definitions contained in California Rules of Court, rule 1.150(b), except as follows:
 - 1) The term “media coverage” means any photographing, recording or broadcasting in court by the media;
 - 2) The term “court” means any courtroom or courthouse in the County where the court conducts business, including all entrances, exits, hallways, stairs, elevators, adjacent or subterranean court parking areas, or any other public area within the courthouse;
 - 3) The term “designated media area” means any area so designated by the Presiding Judge.
- (b) Court Order Required. While in court, no one may engage in photographing, recording, or broadcasting, or activate any camera, microphone, recorder or broadcasting device, except:
 - 1) in a courtroom where the judge has issued an order allowing media coverage under California Rules of Court, rule 1.150, or expressly granted permission, under California Rules of Court, rule 1.150(d) or otherwise, to photograph, record, and/or

broadcast; or

- 2) outside the courtroom, if it is: i) in a designated media area, or ii) with prior written permission from the Presiding Judge. No one may carry any camera, microphone, or recording equipment, or activate the image or sound capturing feature of any computer, mobile telephone, watch or other similar equipment in a courtroom without express written permission from the appropriate judicial officer.
- (c) No Obstruction of Public Access. Persons engaged in photographing, recording and broadcasting (as authorized by (b)(1) and (b)(2) above) must not obstruct pedestrian traffic, create traffic congestion or otherwise impede access to court proceedings, offices, services or facilities.
- (d) Written Media Requests Required. Persons requesting media coverage of any type, including pool cameras, must complete and submit for judicial approval Judicial Council form MC-500 to the judicial officer assigned to hear the case, specifying: i) the time estimate for coverage; ii) the proposed placement of cameras, microphones and other equipment; and iii) whether the coverage will be disseminated live or recorded for future dissemination.
- (e) Responsibility for Compliance with Rules. Media (as defined in California Rules of Court, rule 1.150(b)(2)), and any other person seeking to photograph, record or broadcast in court must be familiar with, and comply with this rule and the California Rules of Court, rule 1.150.
- (f) No Restriction on Judicial Discretion. This rule does not restrict a judge's discretion to regulate sound or image capturing, photographing, recording or broadcasting in his or her courtroom.
- (g) Violations. Any violation of this rule or an order made under this rule is an unlawful interference with the proceedings of the court, and may be the basis for an order terminating media coverage, a citation for contempt of court, or an order imposing monetary or other sanctions as provided by law, including possible violation of Penal Code §166(a)(4).

(Effective 1/1/26)

~~1.10.1~~ 1.10.2 Law Enforcement Use of Body-Worn Cameras

(a) Definitions. For purposes of this rule:

(1) "Body-worn camera" means an electronic device used to photograph or record the performance of a peace officer in the course of his or her official duties.

(2) “Courtthouse” means any building in which court proceedings occur, and all portions of such building, including clerk’s offices, lobby areas, hallways, stairs, and elevators.

(3) “Peace officer” has the meaning specified in Penal Code section 830.

(b) Permitted Use. A peace officer may use a body-worn camera in the courthouse to create a recording if the peace officer (i) is conducting an arrest, (ii) is assisting in an arrest, (iii) is interacting with an individual who is not complying with a command from the peace officer, (iv) is responding to an emergency situation, or (v) has received prior authorization from the Presiding Judge.

(c) Limitations on activation of body-worn cameras:

(1) If law enforcement personnel are present in a courthouse where juvenile matters are heard, they must comply with Welfare and Institutions Code section 827 and California Rules of Court, rule 5.552.

(2) Except as allowed in subsection (b), a peace officer may not use a body-worn camera in the courthouse to create a recording.

(Effective 1/1/21, [renumbered 1/1/26](#))

Chapter 11 Court Records

1.11.1 Court Records – Disclosure of Personal Identifying Information. For the privacy and protection of all individuals, the Clerk of the Court will not confirm or disclose personal identifying information by telephone, email, or other informal inquiry. For the purposes of this rule, personal identifying information includes, but is not limited to:

(a) Date of birth

(b) Full or partial Social Security Number

(c) Physical or mailing address

(d) Drivers’ license number

To determine whether the personal identifying information you possess corresponds to a party in a case, you must either:

(a) Appear in person to conduct a file search;

(b) [Complete and submit the Records Search and/or Copy Request \(Local Form MAD-GEN-001\); or](#)

(c) [Contact the Clerk for identity verification procedures if requestor is eligible for portal access under California Rules of Court, rule 2.515.](#)

[\(Effective 1/1/26\)](#)

Division 2 TRIAL COURT RULES

Chapter 1 General Filing Requirements

2.1.2 Typing Services or Non-Attorney Court Document Preparers

(A) The name, address and phone number of the litigant who is representing him/herself must appear at the top of all filed pleadings.

(B) Non-attorney court document preparers shall comply with the requirements of Business and Professions Code section 6408. The clerk shall not accept for filing any document presented by a non-attorney court document preparer that does not comply with these requirements.

(C) A litigant in a family law or probate case designating a non-attorney court document preparer to act as a courier to submit documents for processing, to receive endorsed copies of documents from the court, [or to have remote access to electronic records in the instant action pursuant to California Rules of Court, rule 2.518](#) shall file an Authorization for Non-Attorney Court Document Preparer (Local Form MAD-CIV-019). [The clerk shall not accept for filing any document submitted in the specified case types by a non-attorney court document preparer, unless the required local form is included or has been previously filed in the case.](#)

(D) Notices of Entry shall be sent directly to the litigant, even when presented for filing by a non-attorney court document preparer.

(E) Nothing in this rule is intended to encourage or condone the unauthorized practice of law. In the event it appears that a preparer is engaging in the unauthorized practice of law under the guise of this rule, that matter will be reported to the appropriate authorities.

(Effective 1/1/2022, [amended 1/1/26](#))

2.1.3 Factors for Clerk Authorized Rejection

In any civil, family law, probate, or small claims cases, the Clerk is authorized to reject filings that do not comply with the following factors, but may not necessarily reject a filing

for all factors specified within California Rules of Court Title 2, Division 2, Chapter 1:

- (a) Case number
- (b) Parties' names, to be consistent with the initial pleading or most recently filed superseding pleading (complaint, petition, amended complaint, amended petition, DVTRO request, if filing is related to DV, or other lead document) in the case.
- (c) Court name
- (d) Failing to sign a document whenever applicable for a filing party or their attorney to sign.

(Effective 7/1/24, amended 1/1/25, 1/1/26)

Chapter 8 Settlement Conferences

2.8.4 Settlement Conference Statement. No less than five (5) court days before the settlement conference, each party shall have delivered to the Calendar Clerk a settlement statement. The statements will be deemed confidential unless service on the other parties appears on the brief. The statements shall contain the information required by California Rules of Court, rule 3.1380. The statements will be maintained in a confidential portion of the electronic file for 180 days after the conference and will thereafter be destroyed without further notice unless otherwise ordered by the court ~~counsel or a self-represented litigant (1) stipulates in open court to the return of the statement in court, or (2) requests the return of his or her statement and supporting documents and provides an envelope or container with prepaid postage for this purpose.~~ (Effective 7/1/08, amended 1/1/13, 1/1/26)

Division 4 CRIMINAL LAW MATTERS

Chapter 1 General Matters

4.1.5 Forfeiture and Reinstatement of Bail; Resumption of Liability on Bail Bonds.

The general procedure for a motion to vacate forfeiture of bond is as follows:

- (a) All motions to vacate forfeiture and exonerate or reinstate bonds in the Superior Court shall be filed in the criminal case. 60 Superior Court of California County of Madera Local Rules of Court
- (b) A notice of motion shall be filed setting forth the date and time of the hearing. A supporting declaration stating the specific grounds upon which the motion is based and, unless there is a statement that the surety, or his agent, has surrendered the defendant, also indicating non-collusion of the surety.
- (c) Pursuant to Penal Code § 1306(b), if the Court grants relief from forfeiture, the Court ~~will~~

may impose a fee reflecting the actual costs of returning a defendant to custody, except in cases where the Court determines that in the best interest of justice no costs shall be imposed. ~~Where the fee is levied, it shall be no less than \$150.00, reflecting the minimum cost incurred by the Court and the People as found by this Court.~~ (Effective 7/1/08, amended 7/1/11, 1/1/26)

4.1.11 Sound Recordings Offered at Trial. Any party intending to offer any sound recording in evidence at trial shall prepare a transcript of the sound recording at least fourteen (14) days before trial and serve such transcript and copy of the recording on all other parties. Any party disputing the accuracy of the transcript shall prepare his own transcript of the sound recording identifying the disputed portions and serve that transcript on all other parties no later than three (3) days before trial. When disputed, the parties shall meet and confer in a good faith effort to resolve their differences.

(a) In the event that the differing versions cannot be resolved by the parties, they shall alert the Trial Judge on or before the first day of trial to reserve an appropriate amount of time in the assigned trial court to settle the dispute before summoning a jury panel.

~~—(b)— Each transcript shall be certified by the person preparing it. In the event the sound recording is in a language other than English, the certification shall also include a certification by the person translating the sound recording.~~

~~(e)~~ (b) The propounding party shall prepare a sufficient number of copies of the transcript for distribution as ordered by the Court.

~~(d)~~ (c) Nothing herein is intended to contravene the applicable rules of discovery or valid claims of confidentiality provided by law. If a party is entitled to maintain the confidentiality of a sound recording and chooses to do so until trial, a proposed settled transcript shall be lodged with the Court when the sound recording is marked for identification. The opposing party shall be allowed a reasonable opportunity to listen to the sound recording, prepare a proposed transcript and lodge objections before the sound recording is received as evidence.

(Effective 7/1/08, part (a) amended 1/1/13, part (d) added 1/1/15, 1/1/26)

4.1.16 Procedure for Scheduling a Request to Recall Warrant Hearing After Failure to Appear

(a) Definitions.

(1) Failure to Appear (FTA) means the defendant's nonappearance in court at a scheduled hearing or proceeding for which notice was provided.

(2) Consecutive failures to appear (FTAs) means two (2) failures to appear occurring in succession on the same case without an intervening appearance.

- (3) Bail Forfeiture Status means that bail previously posted by the defendant has been ordered forfeited by the court.
 - (4) Letter of Reassumption of Liability means written confirmation from the surety or bonding company reinstating liability on the bond.
- (b) Eligibility; No Consecutive Failures to Appear; No Bail Forfeiture.
- (1) A defendant may contact the court by telephone or appear in person to schedule a Request to Recall Warrant Hearing.
 - (2) The hearing shall be set no earlier than one (1) week from the date of the request.
- (c) Eligibility: No Consecutive Failures to Appear; Bail in Forfeiture Status.
- (1) A defendant with no history of consecutive prior failures to appear, but whose bail is in forfeiture status, shall not have a case scheduled for hearing until the following requirements are satisfied:
 - (A) Obtain a Letter of Reassumption of Liability from the bonding agency.
 - a. The Letter of Reassumption of Liability is void if a hearing cannot be scheduled before the expiration date noted on the letter. To be eligible to be placed on calendar, a new letter will need to be obtained from the bonding agency.
 - (B) Within two (2) days, submit the Letter of Reassumption of Liability to the Court to ensure the letter does not expire.
 - (2) Upon satisfaction of these requirements, the defendant may contact the court by telephone or appear in person to schedule a Request to Recall Warrant Hearing.
 - (3) The hearing shall be set before the expiration of the Letter of Reassumption of Liability or no earlier than two (2) court days from the date of the request.
- (d) Ineligibility for Scheduling via telephone; Two or More Consecutive Failures to Appear.
- (1) A defendant with a history of two (2) consecutive failures to appear shall not be eligible to schedule a Request to Recall Warrant Hearing via telephone.
 - (A) In order for the clerk to calendar a Request to Recall Hearing, the defendant may submit a written request using the 'Request for Calendar

Setting' form for each case with an active warrant to be scheduled.

(B) The hearing shall be set no earlier than one (1) week from the date of the request.

(C) If the defendant elects not to submit the required written request, or wishes to clear the warrant sooner, the defendant may surrender directly to their local sheriff's department.

(e) Judicial Discretion. Nothing in this rule shall limit the authority of any judicial officer to deny, modify, or otherwise determine the scheduling of a Request to Recall Warrant Hearing based on the specific circumstances of the case or the interests of justice

(Effective 1/1/26)

Division 5 DOMESTIC RELATIONS AND JUVENILE MATTERS
Chapter 1 General

5.1.7 Responding Party to Complete Forms The party, upon being served, shall complete said income and expense declaration, in duplicate, and serve the moving party's attorney or party, if self-represented, with one and file the other completed income and expense declaration with the Clerk three (3) court days prior to the hearing. In the discretion of the Court, a self-represented respondent ~~who appears in pro per~~ may be allowed to file his or her income and expense declaration at any time prior to actual hearing upon the Request for Order, Order to Show Cause, or Notice of Motion. (Effective 7/1/08, amended 1/1/13, 1/1/26)

5.1.16 ~~Restraining and Temporary Orders. All orders restraining either party from annoying, harassing, or molesting the other, and from disposing of property except in the ordinary course of business or for the necessities of life, shall be presented to the civil clerk's office no later than 11:00 a.m. the day immediately preceding the day of the hearing. Specific facts must be alleged in the requests for other than standard restraining orders; facts sufficient to justify the granting of such orders. If the party against whom such an order is sought has been represented in the action by counsel, such counsel shall be informed of the nature of the request and the time of such request in order to allow opposing counsel to appear and comment on the requested relief. If physical abuse is alleged, the supporting declaration must be specific and contain the dates and details. Declarations for any type of relief must set forth facts, not conclusions, justifying the relief sought. Counsel has the additional duty to fully disclose those facts. (Effective 7/1/08)~~
Deleted 1/1/26, see Local Rule 2.1.4

5.1.34 Examination of the Child Custody Recommending Counselor. In the event that any party shall desire to examine the Child Custody Recommending Counselor concerning any report prepared by the Child Custody Recommending Counselor, said party shall subpoena the Child Custody Recommending Counselor as required by Government Code § 68097.2(b). The subpoena and the required deposit under Government Code § 68097.2(b) of \$275.00 shall be

delivered to the office of Family Court Services not less than ten (10) court days before the date of attendance. For any subsequent hearings, unless the proceeding is continued on the Courts own motion pursuant to Government Code § 68097.2(e) or further service is waived by the court, the subpoena must be delivered to Family Court Services ten (10) court days before the hearing date to which the proceeding is continued. If the party or their counsel who previously served the subpoena for the testimony of Child Custody Recommending Counselor requests a continuance of the proceeding, they shall confirm the availability of the Child Custody Recommending Counselor by contacting the office of Family Court Services prior to selecting a new hearing date. If expenses exceed the \$275.00 deposit, Family Court Services will add the fees to the case of the depositing party for the additional funds at the current CCRC hourly rate of \$55.00 per ~~four~~ hour. All subpoena trust deposit fees shall be paid at the Civil Division window. (Effective 7/1/08, amended 1/1/10, part (b) deleted 1/1/13, amended 1/1/15, 1/1/17, 7/1/20, 7/1/23, 1/1/24, 1/1/26)

5.1.36 Confidential Declaration Sheet. Upon filing a petition in a family law case, the filing party shall submit a MAD-CIV-010 "Confidential Declaration" form. When filing a response in a family law case, submission of this form is optional but strongly encouraged. This form helps the Court identify the parties and determine if an interpreter is needed. It will be placed in a confidential section of the Court's electronic case file and is not accessible to other parties without a court order. The form is available on the Court's website under "Forms" and at the Civil window. (Effective 1/1/13, amended 1/1/26) ~~Upon filing of any petition or response in any family law case, the filing party shall file a confidential information sheet entitled "Confidential Declaration" to help the Court identify the parties in the case. The confidential information sheet shall be placed in a confidential envelope within the Court's case file and shall not be made available to any parties other than the Court absent a court order. The Confidential Declaration form is available on the Court's website under the "Forms" link and is available at the Civil window. (Effective 1/1/13)~~

5.1.38 Mandatory "Notice of Family Law Case Status Conference" Form. The Court is adopting a "Notice of Family Law Case Status Conference" Form (~~Form Mad-1~~ MAD-CIV-003) for all dissolution, legal separation, nullity and parentage cases filed on or after July 1, 2013. This form will be generated and completed by the Court. ~~shall be filled out by the Petitioner and filed with the Court alongside the Petition.~~ The Court will provide a hearing date on the Form, pursuant to Rule 5.1.37(a), and return the Form to the Petitioner. The Form is to be served on the Respondent along with the Petition, and a proof of service shall be returned to the Court upon completion of service. ~~See Appendix A for a copy of the form.~~

~~Note-The Form may be amended from time to time; please check with the Civil Division for the latest version of the Form.~~ (Effective 7/1/13, amended 1/1/26)

Division 9 COURT PERSONNEL
Chapter 4 Director of Family Court Services and Facilitator

9.4.5 Functions - Facilitator. The office of the Family Law Facilitator oversees the Family Law Facilitator/Self Help Center shall provide the following services to Self-Represented Litigants:

- (a) - Distributing, completing and reviewing judicial council forms establishing, modifying and enforcing parentage and child support.
- (b) Preparing child support schedules based upon statutory guidelines.
- (c) Preparing ~~child~~ spousal support schedules based upon statutory guidelines.
- (d) Distributing family law judicial council forms, including Domestic Violence Prevention Restraining Orders, and civil judicial council forms related to Civil Harassment Restraining Orders, Elder Abuse Restraining Orders, Unlawful Detainer actions, small claims, Name Change, probate Guardianship of the Person, Conservatorship, and limited decedent's estates.
- (e) Reviewing judicial council forms for completeness.
- (f) Providing educational materials to parties concerning the Court's process and presenting their case.

(Effective 7/1/08, amended 7/1/23, 1/1/26)

LIST OF LOCAL FORMS NEW/REVISED FOR 2026

Old Form Number	Old Form Name	Prev. Rev. Date	New Form Number	New Form Name	New Rev. Date
		NEW FORM	MAD-GEN-001	Records Search and or Copy Request	1/1/2026
		NEW FORM	MAD-GEN-002	Request for Refund	9/25/2025
MAD-CIV-004	Request for Records Search - Civil	1/1/2025	FORM DELETED		
MAD-CRM-001	Request for Records Search - Criminal	3/6/2024	FORM DELETED		
MAD-JUV-001	Request for Records Search - Juvenile	6/6/2024	FORM DELETED		
MAD-TRC-002	Agreement to Pay and Forfeit in Installments (VC40510.5)	4/15/2020	FORM DELETED		
MAD-TRC-003	Agreement to Pay Traffic Violator School Fees in Installments (VC42007)	4/15/2020	FORM DELETED		
MAD-RPT-002	Order Appointing Court Approved Reporter as Official Reporter Pro Tempore	1/5/2024	MAD-RPT-002	Order Appointing Court Approved Reporter as Official Reporter Pro Tempore	9/24/2025
MAD-CIV-005	Ex-Parte Declaration	4/15/2020	MAD-CIV-005	Ex-Parte Declaration	9/25/2025
MAD-CIV-010	Confidential Declaration	9/15/2024	MAD-CIV-010	Confidential Declaration	9/25/2025
MAD-CIV-019	Authorization for Non-Attorney Court Document Preparer	9/15/2021	MAD-CIV-019	Authorization for Non-Attorney Court Document Preparer	9/25/2025
MAD-FCS-001	Court Order Appointing Superior Court Investigator in Probate Guardianship	4/15/2020	MAD-FCS-001	Court Order Appointing Superior Court Investigator Probate Guardianship Relative	9/25/2025
MAD-FCS-002	Court Order Appointing Child Protective Services in Probate Guardianship	9/14/2020	MAD-FCS-002	Court Order Appointing Child Protective Services Probate Guardianship for Non-Relative	9/25/2025
MAD-CIV-001	At Issue Memorandum	4/15/2020	MAD-CIV-001	At Issue Memorandum	9/25/2025
		NEW FORM	MAD-CIV-022	Demographical Information	9/25/2025