ATTORNEY OR PARTY WITHOUT ATTORNEY *(Name & Address)*:	*FOR COURT USE ONLY*
Telephone No.: Fax No. (Optional): E-Mail Address (Optional): ATTORNEY FOR *(Name)*: Bar No:	
SUPERIOR COURT OF CALIFORNIA, COUNTY OF ORANGE JUSTICE CENTER: ☐ Central - 700 Civic Center Dr. West, Santa Ana, CA 92704-4045 ☐ Civil Complex Center - 751 W. Santa Ana Blvd., Santa Ana, CA 92701-4512 ☐ Harbor - Newport Beach - 4601 Jamboree Rd., Newport Beach, CA 92660-2595 ☐ Lamoreaux - 341 The City Drive South, Orange, CA 92868-3205 ☐ North - 1275 N. Berkeley Ave., Fullerton, CA 92832-1206	
PLAINTIFF/PETITIONER: DEFENDANT/RESPONDENT:	CASE NUMBER:
MEMORANDUM FOR SETTING FOR HEARING (UNCONTESTED MATTER) ☐ **RESETTING**	Case assigned to: Judge: Department: Date complaint filed: Hearing/trial date:

The clerk is requested to set/reset the above-entitled proceeding for hearing.

Nature of Proceeding:

☐ Adoption ☐ Dissolution ☐ Legal Separation ☐ Prove-Up
☐ Minor's Compromise ☐ Bifurcated Hearing ☐ Nullity ☐ Paternity
☐ General Civil ☐ Other:

I represent to the Court that this proceeding is ready for hearing; and I know of no reason why this matter should not be heard as soon as the Court's calendar will permit.

Estimated time for hearing:

Hearing date(s) preferred:

Date: _____

_____ (TYPE OR PRINT NAME)

_____ (SIGNATURE OF APPLICANT OR ATTORNEY)

For Court Use Only

The above case has been set on the calendar in Department_____on _____at _____A.M. /P.M. at the

☐Central ☐Civil Complex Center ☐ Harbor-Newport Beach ☐ Lamoreaux ☐ North

Attorney/Attorney's Agent/Party notified on_____ ALAN CARLSON, Clerk of the Court

By:_____ Deputy Clerk

NOTICE TO ATTORNEYS AND SELF-REPRESENTED LITIGANTS*

Rule 384 of the Local Rules - Superior Court of California, County of Orange is quoted for your information and compliance:

Rule 384 Default Judgments

"All Requests for Entry of Default, declarations for entry of default judgment, supporting evidence, and judgments must be submitted together as a single packet. Each exhibit must be separated by a hard 8 ½ x 11 sheet with hard paper or plastic tabs extending below the bottom of the page, bearing the exhibit designation. Any provision for attorney fees must be highlighted within the written contract with a light-colored highlighter pen. Parties should file such default packets in the Clerk's Office within five court days prior to any scheduled hearing date."

***Does not apply to Family Law cases**

*****SUBMIT FORM IN DUPLICATE*****

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