



# The State Bar Court of California

HON. RICHARD A. HONN  
PRESIDING JUDGE  
HON. DENNIS SAAB  
SUPERVISING HEARING JUDGE

## NOTICE: CHANGE TO FILING WINDOW HOURS (Updated January 26, 2026)

The State Bar Court accepts counter filings for its Hearing and Review Departments at the filing windows located at 845 South Figueroa Street, 3<sup>rd</sup> Floor, Los Angeles, and 180 Howard Street, 6<sup>th</sup> Floor, San Francisco.

**Effective January 26, 2026, the State Bar Court is reducing the hours for its filing windows in Los Angeles and San Francisco.** The new filing window hours will be:

- Monday & Friday: Filing windows will be closed to the public. Members of the public will be able to drop off documents with State Bar security staff (1<sup>st</sup> Floor in L.A.; 6<sup>th</sup> Floor in San Francisco) from 8:45 a.m. to 5:00 p.m. on Mondays and Fridays.
- Tuesday–Thursday:
  - Filing windows open: 8:45 a.m. to 2:00 p.m.
  - Drop off with State Bar security staff: 2:00 p.m. to 5:00 p.m. See above locations for drop off.

Documents submitted at a filing window by 5:00 p.m. will be considered submitted that day. If a document meets all applicable filing requirements, it will be deemed filed as of the day submitted.

Documents dropped off when the filing window is closed but during business hours will be date-stamped as RECEIVED by security staff. A document dropped off by 5:00 p.m. will be deemed to have been submitted on the day it was dropped off. If the document is accepted for filing, the filing date will be the date it was received. A document submitted after 5:00 p.m. will be considered as having been submitted on the next court day.

Security staff will not be able to date-stamp an additional copy as “RECEIVED” for the person submitting the document. A party wishing to receive a stamped copy of a document dropped off with security staff should provide an additional copy, along with a postage-paid, self-addressed envelope when submitting the document for filing. Court staff will verify that the copy is identical to the submitted document, stamp the document and return it in the envelope provided.

Filings may also be submitted electronically, pursuant to the Rules of Practice of the State Bar Court, Rules of Procedure of the State Bar of California, and State Bar Court General Orders. Electronic submissions received by 4:59:59 p.m. on a court day will be filed on that day if filing requirements are met. Electronic submissions received at or after 5:00 p.m. will be filed on the next court day.