

1 **necessary documents to effect service and shall send a courtesy copy of the Complaint to**
2 **the State Attorney General's Office.**

3 (2) Response Required

4 Defendants shall have **thirty (30) days** within which to return the enclosed Waiver of
5 Service of Summons. Each defendant who timely returns the signed Waiver shall have **sixty**
6 **(60) days** after the date designated on the Notice of Lawsuit to file and serve an answer or a
7 motion directed to the Amended Complaint, as permitted by Rule 12 of the Federal Rules of
8 Civil Procedure.

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10 Any defendant who fails to timely return the signed Waiver will be personally served
11 with a summons and complaint, and may be required to pay the full costs of such service,
12 pursuant to Rule 4(d)(2). A defendant who has been personally served shall file an answer or
13 motion permitted under Rule 12 within **thirty (30) days** after service.

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15 (3) Filing and Service by Parties, Generally

16 All original documents and papers submitted for consideration by the court in this case,
17 are to be filed with the Clerk of this court. The originals of all such papers shall indicate in the
18 upper right-hand corner the name of the Magistrate Judge to whom the copies are to be
19 delivered. The papers shall be accompanied by proof that such documents have been served
20 upon counsel for the opposing party (or upon any party acting *pro se*). The proof shall show the
21 day and manner of service and may be written acknowledgment of service, by certificate of a
22 member of the bar of this court, or by affidavit of the person who served the papers.

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24 (4) Motions

25 Any request for court action shall be set forth in a motion, properly filed and served. The
26 motion shall include in its caption (immediately below the title of the motion) a designation of

1 the Friday upon which the motion is to be noted upon the court's calendar. That date shall be the
2 third Friday following filing of the motion (fourth Friday for Motions for Summary Judgment).

3 All briefs and affidavits in opposition to any motion shall be filed and served not later than 4:30
4 p.m. on the Monday immediately preceding the Friday appointed for consideration of the motion.

5 If a party fails to file and serve timely opposition to a motion, the court may deem any opposition
6 to be without merit. The party making the motion may file, not later than 4:30 p.m. on the
7 Friday designated for consideration of the motion, a response to the opposing party's briefs and
8 affidavits.
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10 (5) Motions for Summary Judgment

11 If one of the parties files a motion for summary judgment pursuant to Federal Rules of
12 Civil Procedure 56, the opposing party should acquaint him/herself with Rule 56. Rule 56
13 requires a nonmoving party to submit affidavits or other evidence in opposition to a motion for
14 summary judgment if the moving party has shown the absence of issues of material fact and an
15 entitlement to judgment as a matter of law. A nonmoving party may not rest upon the mere
16 allegations or denials of prior pleadings. Rather, successful opposition to a motion for summary
17 judgment requires the nonmoving party to set forth, through affidavits or other evidence, specific
18 facts showing a genuine issue for trial. Failure by the nonmoving party to oppose a summary
19 judgment motion or to present counter evidence could result in the court accepting the moving
20 party's evidence as the truth, and entering final judgment in favor of the moving party without a
21 full trial. *Rand v. Rowland*, 113 F.3d 1520 (9th Cir. 1997).
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24 (6) Direct Communications with District Judge or Magistrate Judge

25 No direct communication is to take place with the District Judge or Magistrate Judge with
26 regard to this case. All relevant information and papers are to be directed to the Clerk.

1 (7) Clerk's Action

2 The Clerk is directed to send a copy of this Order and of the General Order issued by the
3 Magistrate Judges to Plaintiff.
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5 DATED this 14th day of April, 2010.
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8 Karen L. Strombom
9 United States Magistrate Judge
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