

**APRIL 7, 2016**

**NOTICE OF CHANGE OF EMAIL SERVICE ADDRESS  
FOR ADI, EFFECTIVE IMMEDIATELY**

Now that TrueFiling has begun in Division One of the Fourth District, ADI will be using a single email service address, rather than the separate ones for criminal and civil cases that we have been using.

**Effective immediately, ADI's service address for all cases will be [eservice-court@adi-sandiego.com](mailto:eservice-court@adi-sandiego.com).**

This change has been made to the Cheat Sheet.

The new service address applies to service through either traditional email or TrueFiling.

We want to be sure no documents fall through the cracks. Any email service in process sent to one of the old addresses will automatically be forwarded to the new address.

Instructions on adding ADI to the service list in TrueFiling are included with this notice.

We hope this change will simplify service a little for all users.