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| Parts in blue print are instructions to user, not to be included in filed document unless so noted. [Parts and references in green font, if any, refer to juvenile proceedings. See Practice Note, this web page, for guidance in adapting forms to juvenile cases.]**Practice Tip:** Oral argument is the topic of chapter 6 of the [ADI Manual](http://www.adi-sandiego.com/panel/pdf_manual/Chapter_6_Oral_argument.pdf). **Practice Tip:** Policies and practices of the various divisions of the Fourth District are reviewed on the ADI website at <http://www.adi-sandiego.com/practice/fourth_dist.asp> under “Oral Argument.”**Practice Tip:** Resources for oral argument in the California Supreme Court are reviewed on the ADI website [SUPREME COURT PRACTICE](http://www.adi-sandiego.com/practice/supreme_court_pract.asp) page. Consult the district [appellate project](http://www.adi-sandiego.com/panel/ca_legal_projects.asp) or the [court website](http://www.courts.ca.gov/courtsofappeal.htm) for information about argument in Courts of Appeal other than the Fourth.   |

*[Letterhead]*

*[Date]*

[Mr./Ms.] *[Court of Appeal clerk’s name]*

Clerk of the Court/Chief Administrator

Court of Appeal, Fourth Appellate District, Division *[One / Two / Three]*

*[Address]*

 Re: *People v. [client’s name]*

 Request for More Than 15 Minutes of Oral Argument

 Court of Appeal No.: *[case number]*

California Rules of Court, Rule 8.256(c)

*[Also cite to any division-specific order on time limit for oral argument:* [*https://www.courts.ca.gov/2746.htm*](https://www.courts.ca.gov/2746.htm) *under Forms & Local Rules]*

Dear[Mr./Ms.] *[Court of Appeal clerk’s name]*:

 [Under *[Miscellaneous / Standing]* Order *[number]*,[[1]](#footnote-1)] counsel requests at least *[insert number requested]* minutes of oral argument.

 *[Explain general need, for example, length of record, number and complexity of issues, severity of sentence, etc. In Division Two, where a tentative opinion has been issued, generally describe the issues set forth in the tentative opinion.]*

 In my professional judgment, the standard time of 15 minutes will be insufficient to address the issuesadequately and protect my client’s basic interests.

 Good cause exists for the following reasons:

 *[Explain in greater detail the need for more time for a particular issue. If a tentative opinion has issued, briefly describe its shortcoming(s) and why more time is necessary. Repeat as necessary for additional issues.]*

 For the foregoing reason(s), good cause exists to grant defendant *[number]* minutes of oral argument.

 Respectfully submitted,

 *[Attorney’s name]*

 State Bar No. *[number]*

 Attorney for Defendant *[name]*

**PROOF OF SERVICE**

1. If the case is in Division Three, omit this reference. [↑](#footnote-ref-1)