

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](#).

**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](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](#) page. Consult the district [appellate project](#) or the [court website](#) 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> under Forms & Local Rules]*

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

[Under *[Miscellaneous / Standing]* Order *[number]*,<sup>1</sup>] 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 issues adequately and protect my client's basic interests.

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<sup>1</sup> If the case is in Division Three, omit this reference.

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**