



SUPERIOR COURT OF CALIFORNIA
County of Sacramento
Carol Miller Justice Center
301 Bicentennial Circle, Room 200, Sacramento, CA 95826
(916) 874-7746 **www.saccourt.ca.gov**

Public Notice
Implementation of Electronic Filing in
Small Claims Cases
Effective June 17, 2024

Effective June 17, 2024, electronic filing (e-Filing) in the Sacramento Superior Court is expanding to be implemented in Small Claims cases at the Carol Miller Justice Center. Electronic filing will be permissive for self-represented parties; however, the court encourages parties to e-file whenever possible to alleviate the backlog that is expected with the implementation of a new case management system. There may be a delay in processing documents not submitted electronically.

Electronic filing of court documents occurs through a certified Electronic Filing Service Provider, or EFSP. The filing party creates an account with the certified EFSP of their choice, uploads filing documents, and pays any court fees and specific service or convenience fees to the EFSP. You may also e-File a claim and other documents with a fee waiver application. The EFSP transmits documents and fees to the Court. Once reviewed and processed by the Court, the documents will be accepted for filing or rejected. Endorsed copies of documents are returned to the filer through the EFSP.

A list of approved Electronic Filing Service Providers can be found on the Court's website at: <https://www.saccourt.ca.gov/efiling/efsp.aspx>.

Frequently asked questions for Small Claims e-Filing, including a list of documents and/or case sub-categories exempt from e-Filing, can be found on the Court's website at <https://www.saccourt.ca.gov/small-claims/e-filing.aspx>.