



Judicial Council of California

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courts.ca.gov/policy-administration/invitations-comment

INVITATION TO COMMENT

SPR26-13

Title

Civil Practice and Procedure: Format of First Page of Filings in Trial Courts

Action Requested

Review and submit comments by May 18, 2026, to invitations@jud.ca.gov

Proposed Rules, Forms, Standards, or Statutes

Amend Cal. Rules of Court, rule 2.111

Proposed Effective Date

January 1, 2027

Proposed by

Civil and Small Claims Advisory Committee
Hon. Samantha P. Jessner, Chair

Contact

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Executive Summary and Origin

The Civil and Small Claims Advisory Committee proposes amending rule 2.111 of the California Rules of Court to require amended or subsequent complaints and cross-complaints to list the names of all parties in the caption. This rule amendment would address situations where new parties are added but are not listed in the caption, which may make it difficult for courts to ensure that all parties are correctly listed in the court's case management system. The committee proposes this amendment in response to a suggestion from a committee member.

The Proposal

Rule 2.111 addresses the format of the first page of papers to be filed in trial courts. The proposed rule amendment mirrors a 2025 general order from the Superior Court of Los Angeles County.¹ Rule 2.111(4) currently reads, in pertinent part, as follows:

¹ Effective September 19, 2025, the Superior Court of Los Angeles County instituted a general order that reads, "The format of the case caption beginning on the first page of any Amended Complaint or Amended Cross-Complaint, proposed or otherwise, must contain the name of each party. This General Order is necessary to permit the Court to correctly identify the parties involved in the litigation following an amendment of the operative complaint or cross-complaint."

This proposal has not been approved by the Judicial Council and is not intended to represent the views of the council, its Rules Committee, or its Legislation Committee. It is circulated for comment purposes only.

In the title of the case on each initial complaint or cross-complaint, the name of each party must commence on a separate line beginning at the left margin of the page.

To address situations where new parties are subsequently added, but are not listed in the caption, the committee proposes amending rule 2.111(4) to read, “In the title of the case on each initial, amended, or subsequent complaint or cross-complaint”² The committee also proposes making various clarifying changes to rule 2.111(1) so that it is easier to understand. The committee proposes changing “is appearing in person” to the less ambiguous language “is representing themselves.”³ The committee further proposes amending the rule to use gender-neutral language and to remove the hyphen from the word “email” in line with current Judicial Council style practices.

Alternatives Considered

The committee considered taking no action but ultimately determined the rule amendment was warranted in light of the benefits the amendments could provide to the courts and court users.

The committee considered whether requiring parties to modify the caption might lead to administrative difficulties. The committee seeks comment regarding the alternative approach of amending rule 2.111 to require the first page of each amended or subsequent complaint or cross-complaint to contain a section, separate from the case caption, indicating whether parties have been added. This approach may have the added benefit of creating an easily identifiable record of changes of the parties at specific points in time.

The committee also seeks specific comment on whether the amended rule should explicitly state that parties must be added or removed from the caption of an amended or subsequent complaint or cross-complaint. The committee discussed that some courts might want added parties to be identified in the caption of an amended or subsequent complaint but might also want to prohibit parties from removing or editing party names that are already in the caption.

Fiscal and Operational Impacts

Amending rule 2.111 will require educating court staff and judicial officers and might require changes to computerized case management systems.

² The committee understands the proposed rule amendment to be consistent with Code of Civil Procedure section 422.40, which reads, “[i]n the complaint, the title of the action shall include the names of all the parties; but, except as otherwise provided by statute or rule of the Judicial Council, in other pleadings it is sufficient to state the name of the first party on each side with an appropriate indication of other parties.”

³ The committee understands “appearing in person” to mean a person representing themselves because the current rule contemplates “appearing in person” as an alternative to being represented by an attorney.

Request for Specific Comments

In addition to comments on the proposal as a whole, the advisory committee is interested in comments on the following:

- Does the proposal appropriately address the stated purpose?
- Instead of the proposed amendment to rule 2.111(4), should the rule be amended to require the first page of an amended or subsequent complaint or cross-complaint to contain a separate section indicating whether parties have been added?
- Should the amended rule be more specific about whether the names of existing parties can be removed or edited in the caption of an amended or subsequent complaint or cross-complaint?

The advisory committee also seeks comments from *courts* on the following cost and implementation matters:

- Would the proposal provide cost savings? If so, please quantify.
- What **would** the implementation requirements be for courts—for example, training staff (please identify position and expected hours of training), revising processes and procedures (please describe), changing docket codes in case management systems, or modifying case management systems?
- Would two months from Judicial Council approval of this proposal until its effective date provide sufficient time for implementation?
- How well would this proposal work in courts of different sizes?

Attachments and Links

1. Cal. Rules of Court, rule 2.111, at page 4

Rule 2.111 of the California Rules of Court would be amended, effective January 1, 2027, to read:

1 **Title 2. Trial Court Rules**

2
3 **Division 2. Papers and Forms to Be Filed**

4
5 **Chapter 1. Papers**

6
7
8 **Rule 2.111. Format of first page**

9
10 The first page of each paper must be in the following form:

11
12 (1) ~~In the space commencing 1 inch from the top of the page with line 1, to the left of~~
13 ~~the center of the page, Beginning with line 1, in the space starting 1 inch from the~~
14 ~~top of the page and to the left of center of the page,~~ the name, office address or, if
15 none, residence address or mailing address (if different), telephone number, fax
16 number and ~~e-mail~~ email address, and State Bar membership number of the
17 attorney for the party in whose behalf the paper is presented, or of the party if ~~he or~~
18 ~~she~~ the party is appearing in person representing themselves. The inclusion of a fax
19 number or ~~e-mail~~ email address on any document does not constitute consent to
20 service by fax or ~~e-mail~~ email unless otherwise provided by law.

21
22 (2) In the first 2 inches of space between lines 1 and 7 to the right of the center of the
23 page, a blank space for the use of the clerk.

24
25 (3) On line 8, at or below ~~3-1/3~~ 3 1/3 inches from the top of the page, the title of the
26 court.

27
28 (4) Below the title of the court, in the space to the left of the center of the page, the title
29 of the case. In the title of the case on each initial, amended, or subsequent
30 complaint or cross-complaint, the name of each party must commence on a separate
31 line beginning at the left margin of the page. On any subsequent pleading or paper,
32 it is sufficient to provide a short title of the case (1) stating the name of the first
33 party on each side, with appropriate indication of other parties, and (2) stating that
34 a cross-action or cross-actions are involved (e.g., “and Related Cross-action”), if
35 applicable.

36
37 (5)–(11) * * *