

**Chapter 2**  
**FILING, SERVICE, AND CALENDARING**

§ 2.1	Vocabulary	2
§ 2.2	Introduction	3
§ 2.3	Authorized Methods of Service and Related Extensions of Time	3
2.3.1	Service by Mail	4
2.3.2	Service by Overnight Delivery or Express Mail	6
2.3.3	Service by Fax	7
2.3.4	Electronic Service	8
2.3.5	Personal Service	10
§ 2.4	Proof of Service	10
§ 2.5	<i>Reserved</i>	
§ 2.6	Preparing Documents for Filing and Service	18
§ 2.7	Delivery to and Filing with the Court	18
§ 2.8	<i>Reserved</i>	
§ 2.9	Service on Interested Parties	22
§ 2.10	Calendaring in California State Court	23