

ACTICTEXT,C,50  
ADP PREPARE PETITION FOR ADOPTION  
ADV ADVANCE  
AMX AGREED MEDICAL EXAMINER  
AGM PREPARE AGREEMENT  
ALD ALL OTHER DOCUMENTS  
AMD AMENDED DOCUMENT  
AZT ANALYZE DOCUMENT  
AZL ANALYZE FILE  
ANL ANNULMENT  
ACM PREPARE AND FILE ANSWER TO COMPLAINT  
AWP ANSWER TO PETITION FOR RECONSIDERATION  
AN PREPARE ANSWER TO COMPLAINT  
ASI PREPARE ANSWERS TO INTERROGATORIES  
APB APPEAL BRIEF  
APH APPEAR AT APPEAL HEARING  
AER APPEAR  
APR APPEARANCE  
ASW APPEARANCE, STIPULATION & WAIVERS  
AOP PREPARE APPELLANT'S OPENING BRIEF  
ARP PREPARE APPELLANT'S REPLY BRIEF  
APA APPLICANT  
APC APPLICANT'S  
AB PREPARE ARBITRATION DETERMINATION STATEMENT  
AGC PREPARE ARGUMENT OF COUNSEL  
ARN APPEAR AT ARRAIGNMENT  
ARD ARRANGING DEPOSITION OF  
AMV ARRANGING MEDICAL EXAMINATION WITH  
ARI PREPARE ARTICLES OF INCORPORATION  
AIM PREPARE AND FILE AT ISSUE MEMORANDUM  
ATC ATTEMPTED TELEPHONE CALL  
ATD ATTEND DEPOSITION  
ATM ATTEND MEETING OF  
ACH ATTENDING COURT HEARING  
BK PREPARE AND FILE BANKRUPTCY PETITION & COURT APPR.  
BOP PREPARE AND SERVE BILL OF PARTICULARS  
BDG CONDUCT BOARD MEETING  
BN BOND  
BNP BOND PREMIUM  
BT BRIDGE TOLLS  
B BRIEF(S)  
BML BUSINESS MEAL  
BL BY-LAWS  
CAE CALENDAR  
CAR CAR RENTAL  
CKF CASE DOCKET FEE  
CEN CERTIFICATION  
CET CERTIFIED MAIL  
CC OBTAIN CERTIFIED COPY

CNH CHECK NOT HONORED  
CCU CHILD CUSTODY  
CHS CHILD SUPPORT  
CNN PREPARE CITATION  
CLE CLIENT ENTERTAINMENT  
CMA PREPARE COMMUNITY PROPERTY AGREEMENT  
C PREPARE COMPLAINT  
C&R PREPARE COMPROMISE AND RELEASE  
CNC PREPARE FAMILY COURT SERVICES LETTER  
CDS CONDUCTING DEPOSITION  
CFN ATTEND CONFERENCE WITH EXPERT  
CFO ATTEND CONFERENCE OUTSIDE OFFICE  
CWC CONFERENCE WITH CLIENT  
CSN CONSULT WITH EXPERT WITNESS  
C/A CONSULT AND ADVISE  
CON CONSULTATION  
C&A CONSULTATION WITH REALTOR  
CNG CONTINGENCY AGREEMENT  
CNR CONTINGENCY RETAINER  
CTN OBTAIN CONTINUANCE  
CWE COPY TO CLIENT (WITH ENCLOSURES)  
COR REVIEW AND FORWARD CORRESPONDENCE  
CTS COSTS  
CYR COUNTY RECORDER FEE  
COU COURIER SERVICES  
CA COURT APPEARANCE  
CUC COURT COSTS  
CTH PREPARE FOR TRIAL  
CTF COURT ORDERED ATTORNEY'S FEES/COSTS  
CTR ARRANGE FOR COURT REPORTER  
CUD COURT REPORTER - DEPOSITION  
CDT COURTESY DISCOUNT  
CWR COVERED WITHIN RETAINER  
DEC OBTAIN DEATH CERTIFICATE  
DD PREPARE DEED  
DOT PREPARE DEED OF TRUST  
DFT PREPARE DEFAULT  
DFH PREPARE FOR DEFAULT HEARING  
DFJ PREPARE DEFAULT JUDGEMENT  
DV DELIVER  
DEL DELIVERY CHARGES  
DMD PREPARE DEMAND  
DMJ PREPARE DEMAND FOR JURY TRIAL  
DML DEMAND LETTER  
DEM PREPARE DEMURRER  
DP FORWARD DEPOSITION  
DE DEPOSITION EXPENSES  
DPN PREPARE NOTICE OF DEPOSITION  
DPE PREPARE FOR DEPOSITION

Sheet1

DI DICTATE  
DIT DICTATION TIME  
DBT DISBURSEMENT FROM TRUST ACCOUNT  
DIS DISCOVERY  
DVP DISCOVERY PREPARATION  
DVC DISCOVERY PROCEEDINGS  
DSP PREPARE AND FILE DISMISSAL WITH PREJUDICE  
DSW PREPARE AND FILE DISMISSAL WITHOUT PREJUDICE  
DSS DISSOLUTION  
DIM DISSOLUTION OF MARRIAGE  
DST PREPARE AND FILE DISSOLUTION TRIAL BRIEF  
DVG DIVORCE PROCEEDING  
DRR REVIEW DOCTOR'S RECORDS  
MDR OBTAIN MEDICAL RECORDS  
DCA DOCUMENT ANALYSIS  
DCP DOCUMENT PREPARATION  
DCN PREPARE REQUEST FOR PRODUCTION OF DOCUMENTS  
DOP COST OF DOCUMENT REPRODUCTION  
DCR DOCUMENT REVIEW  
DCV DOCUMENT REVISION  
DOC DOCUMENT(S)  
DRS DOCUMENTS REVIEW & SUMMARIZATION  
DR DRAFT  
DFA DRAFT AGREEMENT  
DFI DRAFT INJUNCTION  
DFR DRAFT LETTER  
DMA DRAFT MARITAL SETTLEMENT AGREEMENT  
DFM DRAFT MATERIAL SETTLEMENT AGREEMENT  
DRW DRAFT/PREPARE WILL  
DPW DRAFT/PREPARE WILL(S)  
ESI PREPARE ESCROW INSTRUCTION  
EPM EX PARTE MOTION  
EW EXPERT WITNESS FEE  
XM EXPRESS MAIL  
ED OBTAIN EXTENSION OF TIME  
YF FEDERAL EXPRESS  
FPS FEE PER STATUTE  
FA FEES ADVANCED  
FL FILE  
FRR FILE REVIEW AND REPORT  
FLG FILING  
FF FILING FEE  
FIN FINAL  
FDM PREPARE JUDGMENT OF DISSOLUTION  
FLS PREPARE JUDGMENT OF LEGAL SEPARATION  
FJM PREPARE OFFER OF COMPROMISE  
FN PREPARE JUDGEMENT OF NULLITY  
FDC PREPARE FINANCIAL DECLARATION  
FMS CONDUCT MEETING OF SHAREHOLDERS

FFE FLAT FEE  
FUL FOLLOW-UP LETTER  
GUL GUARDIAN AD LITEM  
GUS GUARDIANSHIP  
HRG HEARING  
HMD PREPARE HOMESTEAD  
IED FORWARD INCOME AND EXPENSE DECLARATION  
I/C INITIAL CONSULTATION  
IOC INITIAL OFFICE CONFERENCE  
ISE INSTRUCTIONS TO LEGAL ASSISTANT  
IRG FORWARD INTERROGATORIES  
INV INTERVIEW  
ITC INTRA-OFFICE CONFERENCE  
ISC INVESTIGATION COSTS  
INF INVESTIGATION FEES  
JR JURY FEES  
LW PREPARE LAST WILL AND TESTAMENT  
LM APPEAR AT LAW AND MOTION  
LB LAW BRIEF  
LCB LEFT MESSAGE TO CALL BACK  
LOP LEGAL OPINION  
LR LEGAL RESEARCH  
LER LETTER TO OPPOSING PARTY  
LTY LETTER TO OPPOSING COUNSEL  
LTC LETTER TO CLIENT  
LCE LETTER TO COURT  
TCA LONG DISTANCE TELEPHONE CALL  
YM MAIL HANDLING  
MGM MAILGRAM  
MCS MAKING COPY & SENDING TO CLIENT  
MSC MANDATORY SETTLEMENT CONFERENCE  
MSA MARITAL SETTLEMENT AGREEMENT  
MTA MARITAL TERMINATION AGREEMENT  
ME ARRANGE FOR MEDICAL EXAM  
MRD MEDICAL RECORDS  
MCC MEDICAL RECORDS COSTS  
MEP MEDICAL RECORDS PROCUREMENT  
MR MEDICAL REPORT  
MS MESSENGER SERVICE  
MIL MILEAGE  
MTP MILEAGE, TOLL & PARKING EXPENSES  
MIS MISCELLANEOUS COSTS  
MRT MONTHLY RETAINER  
MON MOTION  
MCV MOTION FOR CHANGE OF VENUE  
MJ MOTION FOR JOINDER  
MJP MOTION FOR JUDGEMENT ON THE PLEADINGS  
MNT MOTION FOR NEW TRIAL  
MPV MOTION FOR PRE-TRIAL DISCOVERY

Sheet1

MPD MOTION FOR PRODUCTION OF DOCUMENTS  
MSN MOTION FOR SANCTIONS  
MSJ MOTION FOR SUMMARY JUDGEMENT  
MAV MOTION TO ADVANCE  
MAM MOTION TO AMEND  
MAR MOTION TO AUGMENT RECORD  
MCO MOTION TO COMPEL  
MC MOTION TO COMPEL ANSWERS TO INTERROGATORIES  
MCA MOTION TO COMPEL FURTHER ADMISSION  
MCF MOTION TO COMPEL FURTHER ANSWERS TO INTERROGS  
MCX MOTION TO COMPEL PHYSICAL EXAM  
MTC MOTION TO CONSOLIDATE  
MCU MOTION TO CONTINUE  
MTD MOTION TO DISMISS  
MTM MOTION TO MEETING  
MQS MOTION TO QUASH SERVICE  
MRC MOTION TO RESTORE CASE TO TRIAL  
MSD MOTION TO SET ASIDE DEFAULT  
MAJ MOTION TO SET ASIDE JUDGEMENT  
MSR MOTION TO STRIKE AND REQUEST  
MSE MOTION TO SUPPRESS EVIDENCE  
MTX MOTION TO TAX COSTS  
MVJ MOTION TO VACATE JUDGEMENT  
MOT MOTION TO WITHDRAW AS COUNSEL  
NC NO CHARGE  
NCT NON-CHARGEABLE TIME  
NRF NON-REFUNDABLE RETAINER  
NF NOTARY FEE  
NZ NOTARIZE  
NFE NOTARY FEE  
NPL NOTARY PUBLIC  
NAR NOTICE AND ACKNOWLEDGEMENT OF RECEIPT  
NPW NOTICE FOR PROBATE OF WILL  
NAL NOTICE OF ALLOWANCE  
NAP NOTICE OF APPEAL  
NOA NOTICE OF APPEARANCE  
NOC NOTICE OF CONTINUANCE  
NDF NOTICE OF DEFAULT  
ND NOTICE OF DEPOSITION  
NEJ NOTICE OF ENTRY OF JUDGEMENT  
NH PREPARE AND SERVE NOTICE OF HEARING  
NHP NOTICE OF HEARING OF PETITION  
NIS NOTICE OF ISSUANCE OF SECURITIES  
NM NOTICE OF MOTION  
NP NOTICE OF PENDING ACTION  
NOP NOTICE OF PROBATE  
NR NOTICE OF REPRESENTATION  
NOR NOTICE OF RULING  
NSP NOTICE OF SALE OF REAL PROPERTY

NOT PREPARE NOTICE OF TRIAL  
NTA NOTICE TO ATTEND  
NTC NOTICE TO CREDITORS  
NPQ NOTICE TO PAY RENT OR QUIT  
NTP PREPARE NOTICE TO PRODUCE  
NTQ NOTICE TO QUIT  
NTT NOTICE TO TERMINATE TENANCY  
N NOTICE(S)  
NUS NUISANCE  
O OBJECTIONS  
OTC OBJECTIONS TO CLAIM  
OTD OBJECTIONS TO DISCHARGE  
OTF OBJECTIONS TO FINDINGS  
OBN OBLIGATION  
OAR OBTAIN & REVIEW RECORDS  
OMR OBTAIN MEDICAL REPORTS  
OPA OBTAIN POWER OF ATTORNEY  
OBY OBTAINING LEGAL DESCRIPTION  
OFR OFFERING  
OCR OFFERING CIRCULAR  
OFC OFFICE  
OFA OFFICE ACTION  
OC OFFICE CONFERENCE  
OCW OFFICE CONFERENCE WITH  
OM OFFICE MEETINGS  
OMH OFFICE OF ADMINISTRATIVE HEARINGS  
OAG OBTAIN ORDER ASSIGNING WAGES  
OCS ORDER CONFIRMING SALE  
OSC APPEAR AT ORDER TO SHOW CAUSE  
PAS PARALEGAL SERVICES  
PAG PREPARE PARTNERSHIP AGREEMENT  
PMG PREPARE PARTNERSHIP MEETINGS  
PMT PAYMENT  
PTF PAYMENT APPLIED FROM TRUST FUND  
PAC PAYMENT APPLIED TO COST ONLY  
PAF PAYMENT APPLIED TO FEES ONLY  
PIO PAYMENT APPLIED TO INTEREST ONLY  
PTA PAYMENT OF ANNUITIES  
PRT PAYMENT RECEIVED FOR TRUST FUND  
PRA PAYMENT RECEIVED ON ACCOUNT  
PT PAYMENT TRANSFERRED  
P/I PAYMENT TRANSFERRED IN  
P/O PAYMENT TRANSFERRED OUT  
PAY PAYROLL  
PYR PAYROLL TAX RETURNS  
PY PENALTY  
PDM PER DIEM  
PTR PREPARE TEMPORARY RESTRAINING ORDER  
PCS PHOTOCOPIES

PIC PHOTOGRAPHS  
PHE PHOTOGRAPHY EXPENSES  
PLB PLEA BARGAIN  
PLG FORWARD PLEADING  
CFA PLEASE CALL FOR APPOINTMENT  
PO POSTAGE  
PE POSTING ERROR  
PWA PREPARE POWER OF ATTORNEY  
PTO PREPARE PRE-TRIAL CONFERENCE  
PLO PREPARE PRE-TRIAL ORDER  
PES PREPARE AND SERVE PRE-TRIAL STATEMENT  
PRH PRELIMINARY HEARING  
P PREPARATION  
PSR PREPARE & SERVE NOTICE OF RULING  
PAA PREPARE AND FILE AMENDMENT  
PPA PREPARE AND SERVE ANSWER  
PAI PREPARE AND SERVE INTERROGATORIES  
PST PREPARE AND SERVE SUMMONS AND COMPLAINT  
PPU PREPARE DOCUMENT  
PFH PREPARE FOR COURT HEARING  
PRY PREPARE LEASE  
POR PREPARE ORDER  
PRR PREPARE RESPONSE  
PPW PREPARE TRUST WILL  
PPT PREPARE TRUST WILL(S)  
PFA PREPARING & FILING AMENDMENT  
PSA PREPARING & SERVING ANSWER  
PSI PREPARE AND FILE STATEMENT OF ISSUES  
PSC PREPARING & SERVING SUMMONS & COMPLAINT  
PCH PREPARING FOR COURT HEARING  
PRS OBTAIN REPORTERS TRANSCRIPTION  
PRC PROFESSIONAL DISCOUNT  
P&O PROOF READ AND CORRECT  
RTL RENTAL  
RNA PREPARE RENTAL AGREEMENT  
RPB REPLY BRIEF  
RPR REVIEW REPORTER'S TRANSCRIPTS  
RA PREPARE REQUEST FOR ADMISSION(S)  
RFD PREPARE REQUEST TO ENTER DEFAULT  
RQS PREPARE REQUEST FOR DISMISSAL  
RFX OBTAIN EXTENSION OF TIME  
RFJ REQUEST FOR FINAL JUDGEMENT  
RPD PREPARE & SERVE REQUEST FOR PRODUCTION OF DOCUMENT  
RQP REQUEST FOR PRODUCTION OF RECORDS  
RES RESEARCH  
RAY CONSULTATION WITH RESEARCHER  
RR RESEARCH AND REVIEW  
RSF RESEARCH FEE  
RB REVIEW RESPONDENT'S BRIEF

Sheet1

RPS PREPARE AND SERVE RESPONSE  
RDC PREPARE AND SERVE RESPONSIVE DECLARATION  
RT RETAINER  
RTA RETAINER AGREEMENT  
RTC RETURN TELEPHONE CALL  
R REVIEW COURT ORDER  
RWS REVIEW AND SUMMARIZE DOCUMENT(S)  
RK REVIEW CONTRACTS  
RVC REVIEW CORRESPONDENCE  
RVD REVIEW DEPOSITIONS  
RDM REVIEW DOCUMENT(S)  
RF REVIEW FILE  
RVI REVIEW INCOMING CORRESPONDENCE  
RLS REVIEW LEASE  
RMD REVIEW MEDICAL REPORT OF  
RMS REVIEW OF MEDICAL REPORTS  
SOJ SATISFACTION OF JUDGEMENT  
SOC SECRETARIAL OVERTIME CHARGES  
SES SECRETARIAL SERVICES  
SYY SECRETARY  
SCA SECURITY AGREEMENT  
SVC SERVICE OF PROCESS FEE  
SSC SERVING SUMMONS & COMPLAINT  
SFC SET FEE CHARGE  
SA SETTLEMENT AGREEMENT  
SC PREPARE SETTLEMENT CONFERENCE  
SN PREPARE SETTLEMENT NEGOTIATIONS  
SIJ PREPARE STIPULATED ORDER AFTER HEARING  
STJ PREPARE STIPULATED JUDGEMENT  
STP PREPARE STIPULATION  
SAO PREPARE STIPULATION AND ORDER  
SEJ PREPARE STIPULATION FOR ENTRY OF JUDGEMENT  
SBP PREPARE SUBPOENA  
SDT PREPARE SUBPOENA DUCES TECUM  
SBR PREPARE SUBPOENA OF RECORDS  
SBY PREPARE SUBSTITUTION OF ATTORNEY  
SNY FORWARD SUBSTITUTION OF ATTORNEY  
SJ PREPARE SUMMARY JUDGEMENT  
SMS PREPARE SUMMONS  
S&C PREPARE SUMMONS AND COMPLAINT  
S&P PREPARE SUMMONS AND PETITION  
SUL PREPARE SUPPLEMENTAL DECLARATION  
SPP PREPARE SUPPLEMENTAL PETITION  
SYL PREPARE SUPPLEMENT TO COMPLAINT  
SYR PREPARE SUPPLEMENT TO RESPONSE  
TDS TAKE DEPOSITIONS  
TER TELEPHONE CALL CONFERENCE  
TCW RECORD DEED  
TTC TELEPHONE CHARGES



Sheet1

TRO OBTAIN TEMPORARY RESTRAINING ORDER  
TEJ TERMINATE JOINT TENANCY  
TK THANK YOU FOR PAYMENT  
TDF TO ENTER DEFAULT  
TPO TRANSPORTATION EXPENSES  
TXO TRAVEL EXPENSE - OUT OF TOWN  
T TRIAL  
TRB TRIAL BRIEF  
TP TRIAL PREPARATION  
TSC PREPARE TRIAL SETTING CONFERENCE  
TRD RECORD DEED OF TRUST  
TW PREPARE TRUST WILL  
UPS UNITED PARCEL SERVICE  
UD PREPARE COMPLAINT FOR UNLAWFUL DETAINER  
VAJ PREPARE MOTION TO VACATE JUDGEMENT  
VSF VIEW SCENE OF ACCIDENT  
VTS VISIT TO SCENE  
ADJ ADJUSTMENTS  
WOX PREPARE WRIT OF EXECUTION  
OPR OBTAIN CALIFORNIA HIGHWAY PATROL REPORT  
ONF OPEN NEW FILE  
PET FORWARD PETITION  
CTX FORWARD COURT ORDER  
ISL ISSUE LETTERS  
RIC REVERSE INTEREST CHARGE  
TCC TELEPHONE CALL CLIENT  
TOC TELEPHONE CALL OPPOSING COUNSEL  
TCT TELEPHONE CALL COURT  
SCO SETTLEMENT NEGOTIATION WITH OPPOSING COUNCIL  
ITR INTEREST ADJUSTMENT  
PBL PREPARE BY LAWS  
POS PREPARE ORDER TO SHOW CAUSE  
DPM PREPARE NOTICE OF MOTION  
FOM PREPARE JUDGMENT  
PIG PREPARE INTERROGATORIES  
PPB PREPARE REPLY BRIEF  
ASH APPEAR AT SUPPORT HEARING  
ACU APPEAR AT CUSTODY HEARING  
ABK APPEAR AT BANKRUPTCY HEARING  
ADF APPEAR AT DEFAULT HEARING  
RP REVIEW PETITIONER'S BRIEF  
FCS REVIEW FAMILY COURT SERVICES REPORT  
RSC REVIEW ORDER TO SHOW CAUSE  
INT INTEREST ON PAST DUE BALANCE  
PDF PREPARE DOCUMENTS FOR FILING  
SOI PREPARE STATEMENT OF ISSUES 26.6  
ODR OBTAIN DOCTOR'S REPORT  
EXU OBTAIN EXPARTE ORDERS  
TOP TELEPHONE CALL OPPOSING PARTY

Sheet1

TW TELEPHONE CALL WITNESS  
LEW LETTER TO WITNESS  
LEX LETTER TO EXPERT WITNESS  
PSH PREPARE FOR SUPPORT HEARING  
PCU PREPARE FOR CUSTODY HEARING  
K FORWARD CONTRACT  
EXO OBTAIN EXPARTE ORDER  
OWX OBTAIN WRIT OF EXECUTION  
RAC REVIEW ANSWER  
RRP REVIEW REQUEST FOR PRODUCTION OF DOCUMENTS  
FAN FORWARD ANSWER  
FC FORWARD COMPLAINT  
OTL OBTAIN TEMPORARY LETTER  
RRC RECORDING FEE  
AFD ARRANGE FOR DEPOSITION  
PBS PUBLICATION OF SUMMONS  
NPT NOTICE OF PRE-TRIAL  
PCW PREPARE CONSENT AND WAIVER OF NOTICE  
PCO PREPARE COURT ORDER  
PP PREPARE PETITION  
REC RECOVERY FOR CLIENT ON PERSONAL INJURY CASE  
AG PREPARE AGRUEMENT  
TS TRIAL SETTING CALENDAR  
RSJ REVIEW SUMMARY JUDGMENT  
PW PREPARE WILL(S)  
PTW PREPARE TRUST WILL(S)  
RM REVIEW MOTION  
RD REVIEW DEMURRER  
PD PREPARE DISMISSAL  
PMA PREPARE MARITAL AGREEMENT  
RSA REVIEW SETTLEMENT AGREEMENT  
PR PROBATE REFEREE  
PJP PREPARE JOINDER OF PENSION PLAN  
THT TRANSCRIBE HEARING TAPE(S)  
CWW CONSULTATION WIITH WITNESS  
RTT REVIEW TRIAL TRANSCRIPT  
RE REVIEW EXHIBITS  
PIP PREPARE INSTRUCTIONS FOR PROCESS SERVER  
RIE REVIEW INCOME AND EXPENSE  
PIE PREPARE INCOME AND EXPENSE  
FFC FORWARD FILE TO CLIENT  
RFC REFUND TO CLIENT  
PLI PREPARE LEVYING INSTRUCTIONS  
RRD REVIEW REAL PROPERTY DOCUMENTS  
ROI REVIEW OPPONENTS INTERROGATORIES  
PDP PREPARE DOCUMENTS FOR PRIVATE PROCESS SERVER  
PRI PREPARE AMENDMENTS TO ARTICELS/BY LAWS CORORATION  
PPD PREPARE DECLARATION  
TCP TELEPHONE CALL TO TITLE COMPANY

Sheet1

PAW PREPARE APPLICATION FOR ASSIGNMENT OF WAGE  
FOD FORWARD OSC AND INCOME AND EXPENSE DECLARATION  
LTP LETTER TO THIRD PARTY  
PEX PROPERTY EXCHANGE  
CCR COPY COURT RECORDS  
CTA CALL TO ACCOUNTANT  
TIA TELEPHONE CALL TO INSURANCE AGENT  
TFC TELEPHONE FAMILY COURT SERVICES  
RCO RECORD COURT ORDER  
PCM PREPARE CORPORATE MINUTES  
PNR PREPARE NOTICE OF REPRESENTATION  
TTB TELEPHONE CALL TO BANK  
PSD PREPARE STIPULATION TO SET ASIDE DEFAULT  
PML PREPARE MECHANIC'S LEIN  
PAR PREPARE ASSESSOR'S PRELIM CHANGE OF OWNERSHIP RPT  
RJ RECORD JUDGMENT  
LCR LETTER TO COUNTY RECORDER  
DBS PREPARE BILL OF SALE  
PAL PREPARE ASSIGNMENT OF LEASE  
FNL FORWARD NOTICE OF CLAIM OF LEIN  
FCL FILE CLAIM OF LEIN  
PFS PREPARE JUDGMENT FOR SUBMISSION UNDER C.C. 1145  
ANP PREPARE ANSWER TO NOTICE TO PRODUCE  
PA PREPARE ADDENDUM  
EOJ PREPARE ENTRY OF JUDGMENT  
EDF ENTER DEFAULT UNDER CC 4511  
FFA FILING FEE ADJUSTMENT  
P&A PREPARE POINTS AND AUTHORITIES  
OBC OBTAIN BIRTH CERTIFICATE  
RC REVIEW COMPLAINT  
LTE LETTER TO ESCROW CO.  
OAC PREPARE CHANGE OF OWNERSHIP RPT  
TRT TRANSFER TAX  
RVA REVISE AGREEMENT  
PNA PREPARE NOTICE OF ASSIGNMENT  
LFC LETTER TO FAMILY COURT SERVICES  
TSO TELEPHONE CALL TO SHERIFF'S OFFICE  
TEW TELEPHONE CALL EXPERT WITNESS  
ORA OBTAIN REAL ESTATE APPRAISAL  
ASC ATTEND SETTLEMENT CONFERENCE  
ROC REVIEW OFFER OF COMPROMISE  
LRE LETTER TO RESEARCHER  
RVL REVISE DOCUMENT  
PRO PREPARE RESPONSE TO MOTION/OSC  
RMA REVIEW MARITAL SETTLEMENT AGREEMENT  
OTT OBTAIN TRIAL TRANSCRIPT  
TCF TRANSFER TO CENTRAL FILE  
TF TRANSFER FROM  
NRO PREPARE NOTICE OF MOTION RE:DISCOVERY

PPC PREPARE CLAIMS  
TTP TELEPHONE CALL TO THIRD PARTY  
RSM RESET MOTION  
TCR TELEPHONE CALL TO RESEARCHER  
REX REVISE EXHIBITS  
ACB ANSWER: STATE CONTRACTOR'S BOARD  
MRS PREPARE NOTICE OF MOTION RE SUPPORT  
SUB SUBPOENAED RECORDS  
PDS PREPARE FOR DEPOSITIONS  
ACS ARRANGE FOR COPY SERVICE  
OSR OBTAIN SUBPOENAED RECORDS  
RPP REVIEW POLICE REPORT  
RAA REVIEW APPRAISAL  
POH PREPARE ORDER AFTER HEARING  
LCA LETTER TO CONSUMER AFFAIRS  
R/T PREPARE REQUEST FOR TRANSCRIPT  
PXA PREPARE WAGE ASSIGNMENT APPLICATION/EX  
REN REQUEST FOR SPECIAL NOTICE  
RJP REVIEW JUDGMENT PREPARED BY OPPOSING COUNSEL  
RSN PREPARE AND FILE REQUEST FOR SPECIAL NOTICE  
PTB PREPARE TRIAL BRIEF  
CD CANCEL SET DEPOSITION  
TAO TELEPHONE CALL ATTORNEY OUT/OFFICE  
RRQ RESPONSE TO REQUEST FOR PRODUCTION  
LVR LETTER TO VOTER REGISTRATION  
LMV LETTER TO MOTOR VEHICLE DEPARTMENT  
CVR CALL TO VOTER REGISTRATION  
CMV CALL TO MOTOR VEHICLE DEPARTMENT  
PWB PREPARE WAIVER OF FILING BOND  
NOD PREPARE NOTICE OF DEATH  
RAI REVIEW ANSWER TO INTERROGATORIES  
RPI REVIEW PENSION INFORMATION  
PDC TELEPHONE CALL TO PROBATION DEPT.  
CWA CONFERENCE WITH ATTORNEY  
LTA LETTER TO ARBITRATOR  
LDA LETTER TO DISTRICT ATTORNEY  
DRD DRAFT DECLARATION  
LOC LETTER OF COMPROMISE  
CL LETTER OF COMPROMISE  
CIJ CALCULATE INTEREST ON JUDGMENT  
OLG OBTAIN LITIGATION GUARANTY  
OAE OBTAIN ACTUARIES EVALUATION  
RJM REVISE JUDGMENT  
OPI OBTAIN PENSION INFORMATION  
SI PREPARE STATEMENT OF ISSUES, RULE 21.2  
RSI REVIEW STATEMENT OF ISSUES RULE 21.2  
COP CONSULTATION WITH OPPOSING PARTY  
TC TELEPHONE CALL TO CONSERVATOR  
LFF LEVYING FEES

Sheet1

PDD PREPARE DUE DILIGENCE STATEMENT  
RS REVIEW AND SIGN STIPULATION  
DDS PREPARE AND FILE DUE DILIGENCE STATEMENT  
POA PREPARE ORDER FOR ASSIGNMENT OF WAGES  
TAC TELEPHONE CALL TO ASSOCIATED COUNSEL  
EOW EXECUTION OF WILL  
WF WITNESS FEES DEPOSITION/TRIAL  
PPS PREPARE CLAIM OF EXEMPTION  
APF APPRAISAL FEE  
RST REVIEW STIPULATION  
DMV PREPARE AND FORWARD DMV RELEASE OF LIABILITY  
TDA TELEPHONE CALL TO DISTRICT ATTORNEY  
PTN PREPARE 30 DAY NOTICE  
TN PREPARE 3 DAY NOTICE  
RII REVIEW INCOMING INTERROGATORIES  
RIP REVIEW INCOMING NOTICE TO PRODUCE  
LTB LETTER TO PROBATION DEPARTMENT  
POJ PAYMENT ON JUDGMENT  
CWJ CONSULTATION WITH JUDGE OR COURT OFFICER  
FAX FAX  
PAJ PREPARE ABSTRACT OF JUDGMENT