



DISCOVERY

Responding to Requests for Admission

This Guide includes instructions and sample forms. Links to download the fillable forms are at the end of this Guide.

Additional copies of this Guide can be accessed at

saclaw.org/respond-reg-admissions.

BACKGROUND

Requests for admission are used to ask another party to admit that certain facts are true, or that certain documents are authentic. If admitted as true or authentic, these facts and documents do not need to be proven or authenticated at trial. This helps reduce the number of disputed facts that the court needs to decide in the case, making trials quicker and less expensive.

The requests for admission that you receive will include a list of statements or facts that the other party wishes you to admit are true. Your answers must be as complete and straightforward as possible ([California Code of Civil Procedure \(CCP\) § 2033.220](#)), and be accurate to the best of your knowledge. You must sign under penalty of perjury that your responses are true and correct ([CCP § 2033.240](#)).

You have 30 days from the date the requests were served to you (35 if served by mail within California) to serve your responses to the requests for admission.

Whether the asking party used the Judicial Council form, *Request for Admissions* (DISC-020), or created their own request on pleading paper, the request will contain a numbered list of facts that you are being asked to admit, and/or a numbered list of documents, which are then also attached, that you are being asked to admit are genuine. You will need to respond to each of the numbered statements.

There are three basic responses to a request for admission:

Admit. With this answer, you are indicating that the fact is true. If part of a statement is true, you must admit that portion of the statement. Once you admit a fact, it will be considered true throughout the entirety of the case. These facts can only be overturned by filing a complicated motion with the court.

Disclaimer: This Guide is intended as general information only. Your case may have factors requiring different procedures or forms. The information and instructions are provided for use in the Sacramento County Superior Court. Please keep in mind that each court may have different requirements. If you need further assistance consult a lawyer.

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Sample Responses To Document Requests

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Rights**

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