

**BLUEBOOK &  
THE CALIFORNIA  
STYLE MANUAL**

Do You Know the Difference?

LSS - Day of Education  
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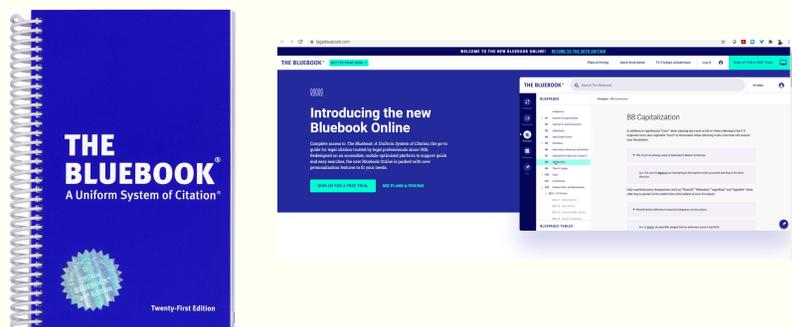
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## Purposes of Citation

1. To furnish the reader with legal support for an assertion or argument:
  - a) provide information about the weight and persuasiveness of the source;
  - b) convey the type and degree of support;
  - c) to demonstrate that a position is well supported and researched.
2. To inform the reader where to find the cited authority if the reader wants to look it up.

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## Bluebook



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## Parts of the Bluebook

1. **Introduction:** Overview of the BB
2. **Bluepages:** Provides guidance for the everyday citation needs of first-year law students, summer associates, law clerks, practicing lawyers, and other legal professionals. Includes **Bluepages Tables**. **Start in the Bluepages.** Bluepages run from pp. 3-51.
3. **Rules 1-21:** Each rule in the **Bluepages** is a condensed, practitioner-focused version of a rule from the white pages (pp. 53-214). Rules in the Bluepages may be incomplete and may refer you to a rule(s) from the white pages for "more information" or "further guidance."
4. **Tables (1-17):** Includes tables T1 – T16. The two tables that you will consult most often are **T1** and **T6**. Tables are not rules themselves; rather, you consult them when a relevant citation rule directs you to do so.
5. **Index**
6. **Back Cover:** Quick Reference

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## Getting Familiar with the Bluebook

### Common rules include:

- Cases (B4)
- Statutes (B5)
- Books & Treatises (B8)
- Periodicals (B9)

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## Basic Citation Forms

**3 ways to present a citation to legal authority:**

In the full citation format that is required when you cite to a given authority for the first time in your document (e.g., *Lambert v. Parrish*, 492 N.E.2d 289, 291 (Ind. 1986));

In a shortened version the second and subsequent times that you cite to a given authority (e.g., *Lambert*, 492 N.E.2d at 291); and

In a general reference within your own sentence to an authority that has already been discussed (e.g., “Unlike the plaintiff in *Lambert*, Plotkin was injured while. . .”).

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## Pinciting

- *Lambert v. Parrish*, 492 N.E.2d 289, 291 (Ind. 1986).
- *Lambert*, 492 N.E.2d at 291

These examples provide **pinpoint references** (“pincites”) to the exact page on which the material being relied on appears (page 291 of an opinion that begins on page 289 of volume 492 of the North Eastern Reporter, 2d Series).

Some sources require pincites to page numbers; other sources require pincites to section or paragraph numbers.

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## Pincites are important

Consider:

- A case that you need to cite could be several pages long;
- A statute or regulation you need to cite could contain numerous sections and subsections.

Don’t make the reader expend time searching for your reference. Be specific.

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## Pincites are important

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Presume a pincite is needed in all citations.

Except: Two common situations where a pincite is *not* needed:

1. when appropriately using the short-form citation “*Id.*” to indicate the same source and page number as a previous citation, and
2. when citing a particular authority for a proposition that is supported by the entirety of the authority.

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## When to Cite

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- ✓ When quoting from the authority
- ✎ When paraphrasing from the authority
- 💡 When using ideas from the authority
- 🧠 When setting forth your own analysis or conclusion that builds on the authority

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## When to Cite

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### When in doubt, cite.

It is less of a problem to cite when you did not need to than to not cite when you did.



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## Citing Cases

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### *Formula:*

- Name of case (first party v. second party), + volume name and number + first page of case, + specific page/paragraph or span of pages cited + (court date of decision).
- *Int'l Shoe v. Washington*, 326 U.S. 310 (1945).

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## Official & Unofficial Reporters

### Federal system:

- ❑ The **official reporter** for the Supreme Court is the **United States Reports** (or U.S.).
- ❑ **Unofficial reporters** are West's **Supreme Court Reports** (or S. Ct. ) or **United States Supreme Court Reports** (Lawyer's Edition) (L. Ed.).
- ❑ Ex: *Int'l Shoe v. Washington*, **326 U.S. 310**, **66 S. Ct. 154**, **90 L. Ed. 95** (1945).

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## Federal Reporters

### Supreme Court

- United States Reports (official): **U.S.**
- Supreme Court Reports: **S. Ct.**
- United States Supreme Court Reports (Lawyers' Edition): **L. Ed.**

### Federal Appeals Court

- Federal Reporter: **F.2d**

### Federal District Court

- Federal Supplement: **F. Supp.**

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## California Reporters

### Supreme Court

- Official: California Reports (**Cal. 3d**)
- Unofficial: West's California Reporter (**Cal. Rptr. 2d**)
- Unoff. Regional: West's Pacific Reporter (**P.2d**)
- Ex: *Auto Equity Sales v. Superior Court*, 57 Cal. 2d 450, 20 Cal. Rptr. 32, 369 P.2d 937 (1962).

### Appellate Cases

- Official Reporter: California Appellate Reports, 2d Series (**Cal. App. 2d**)
- Unofficial: West's California Reporter (**Cal. Rptr. 2d**)
- Ex: *Daniel v. Weigum*, 190 Cal. App. 2d 620, 16 Cal. Rptr. 27 (Cal. Ct. App. 6th Dist. 1964)

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## Tips for Cases

- *Proper abbreviation for case names*
  - ✓ Abbreviate ANY word in the case name that is listed in Table 6
- *Selection of the correct reporter*
  - ✓ Find the correct jurisdiction in Table 1 of Bluebook  
It will tell you which reporter to cite.
- *Proper numerical abbreviations* – R6.2 in Bluebook
  - ✓ "Second" = **2d** NOT 2nd and "Third" = **3d** NOT 3rd
  - ✓ Do NOT use superscript text in footnotes (ex: **1<sup>st</sup>** not 1<sup>st</sup>)
- *Correct spacing for reporter names* – R6.1 in Bluebook
  - ✓ Close up adjacent single capitals (ex: S.D.N.Y.)
    - ❖ Individual numbers are treated as single capitals (ex: F.3d)
  - ✓ Do NOT close up single capitals w/ longer abbreviations (ex: D. Mass)
  - ✓ Insert a space adjacent to any abbreviation containing two or more letters (ex: So. 2d and F. Supp. 2d)

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## Citing Codes

### *Formula:*

- Title number + abbreviated name of code + section number + (publisher *if unofficial* & year source was published).
- Ex: 35 U.S.C. § 271 (2006).

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## Official & Unofficial Codes

- **Federal system:**
  - The **official** code is the United States Code (U.S.C.).
  - **Unofficial** codes are published by West (U.S.C.A.) and LexisNexis (U.S.C.S.).
- **California system:**
  - Deering's and West's both considered official.

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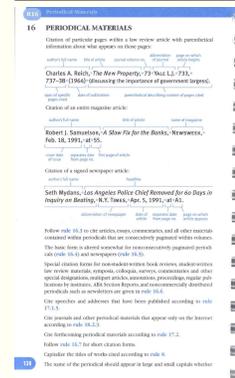
## Tips for Statutes

### *Section symbols*

- ✓ **Always** include a space between the section symbol and the statute number (or other section identification)
  - 28 U.S.C. § 1291 (2000).
- ✓ When citing to multiple sections in a statute, use two section symbols
  - 42 U.S.C. §§ 9601-9675 (2000).

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## Citing a Periodical (B9, R16)



### 5 Steps to Citing a Law Review or Journal Article

1. Author(s)
2. Title
3. Abbreviated name (Table T.13 in BB)
4. Pincite
5. (Year of publication)

Ex: Kenneth R. Feinberg, *Mediation – A Preferred Method of Dispute Resolution*, 16 Pepp. L. Rev. 5, 14 (1989).

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## Citing a Periodical, cont.

### Author(s)

- Include the author's entire name (as much as is known):
  - Georgette C. Poindexter
- If two authors, include both, using "&":
  - A. Leo Levin & Meyer Kramer
- If more than two authors, either include all, or use just the first author and "et al.": Paul Butler et al.

### Title

- Include the ENTIRE title as it appears on the title page
- Do not abbreviate words or omit articles in the title
- Underline
- Use **Rule 8** for capitalization rules

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## Citing a Periodical, cont.

### Journal

- For a **consecutively paginated journal** (when the journal, for instance, starts the 3rd issue of a volume on the page following the last page of the 2nd issue):
  - ✓ Identify the journal volume number
  - ✓ Look to Table T.13 for the journal abbreviation
  - ✓ Ex: David Rudovsky, Police Abuse: Can the Violence Be Contained?, 27 Harv. C.R.-C.L. L. Rev.
- For a **non-consecutively paginated journal** (such as a magazine, where each issue starts at page 1):
  - ✓ Include only the journal/magazine name, in small caps (BOLD for the write on), and the date of issue
  - Ex: Joan B. Kelly, Mediated and Adversarial Divorce: Respondents' Perceptions of Their Processes and Outcomes, **Mediation Q.**, Summer 1989.

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## Citing a Periodical, cont.

### Pincite

- Similar to a case, include the first page of the article after the journal name, then a comma, and the specific page that contains the material being cited:
  - Ex: David Rudovsky, Police Abuse: Can the Violence Be Contained?, 27 Harv. C.R.-C.L. L. Rev. 465, 500.
- For a magazine, include the word "at" and the first page of the article:
  - Joan B. Kelly, Mediated and Adversarial Divorce: Respondents' Perceptions of Their Processes and Outcomes, **Mediation Q.**, Summer 1989, at 71.

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## Citing a Periodical, cont.

### Date of Publication

- For a **consecutively paginated journal**, at the end of the citation, include the year of publication in parentheses:
  - Ex: David Rudovsky, Police Abuse: Can the Violence Be Contained?, 27 Harv. C.R.-C.L. L. Rev. 465, 500 (1992).
- For a **non-consecutively paginated journal**, the year will have already be included, so there is no need to repeat it.
  - Ex: Joan B. Kelly, Mediated and Adversarial Divorce: Respondents' Perceptions of Their Processes and Outcomes, **Mediation Q.**, Summer 1989, at 71.

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## Books & Treatises

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### Formula:

[Volume number (if multi-volume work)] + Author, + *Title* + [at] Pinpoint reference + ([Editor name, ed.,] + [Publisher] + [Edition number (other than 1st ed.)] + Year of publication).

### Example:

7A Charles Alan Wright, Arthur R. Miller & Mary Kay Kane, *Federal Practice and Procedure* § 1758, 114-15 (3d ed. 2005).

Short Form: 7A Wright, § 1757.

### Example:

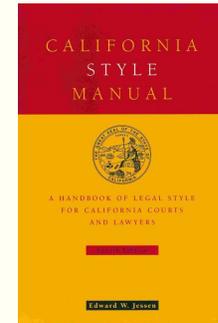
1 Arthur Linton Corbin, *Corbin on Contracts* § 4.14 (Joseph M. Perillo ed., rev. ed. 1993).

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## California Style Manual

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- Style manual for California courts
- 4th ed. (2000)
- Published at irregular intervals (every 15 years)
- Available on Westlaw (e.g.) CASTYLE s 1:1



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## Cal. State Court Citation Format

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- California Rules of Court Rule 1.200
- Citations to authorities in all documents filed in the California state courts must be in the style established by either
  - *California Style Manual* or
  - *The Bluebook: A Uniform System of Citation*
- Party filing the document chooses the citation manual.
- Same style must be used consistently throughout the document.

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## Cal. State Court Citation Format

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Brief writers are encouraged to follow the citation form of the *California Style Manual* (4th ed., 2000).

· Advisory Committee Comment to Cal. Rules of Court, Rule 8.204

Opinions certified for publication must comply to the extent practicable with the *California Style Manual*.

· Cal. Rules of Court, Rule 8.887(c)(1)

A case citation must include the official report volume and page number and year of decision.

· Cal. Rules of Court, Rule 3.1113(c)

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## California Style Manual: Type Style

Use *italics*, not underline

Italicize

- Case names
- Cross reference words (*ante, ibid., id., infra, post, supra*)
- But, words denoting subsequent case history (revd., affd.) are not usually italicized.

Do not use underlining to signal italics

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## California Style Manual: Placement of Citations

- Use parentheses around a citation, whether it appears within a sentence or at the end.
- Use brackets [ ] to enclose any unofficial parallel citations. (CSM §4:57)
- Examples:
  - When statutory language is clear and unambiguous, there is no need for construction and courts should not indulge in it. (*People v. Overstreet* (1986) 42 Cal.3d 891, 895 [231 Cal.Rptr. 213, 726 P.2d 1288].)
  - Unlike the Fourth Amendment, which proscribes “unreasonable” government seizures, (*Graham v. Connor* (1989) 490 U.S. 386, 394), the Eight Amendment only protects ....

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## California Style Manual: Placement of Citations

- If the citation forms an integral part of the sentence, do not use parentheses.
- Use brackets around any parallel citations.
- Example:  
*In American Academy of Pediatrics v. Lungren* (1997) 16 Cal.4th 307 [66 Cal.Rptr.2d 210, 940 P.2d 797], the California Supreme Court considered this very question.

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## California Style Manual: Introductory Signals

A signal informs the reader about the relationship between the idea stated in the text and the cited source.

- Signals appear in ordinary roman type

Examples of signals:

- See
- See also
- Cf. or e.g.
- But see
- Contra

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### California Style Manual: California Code Citations

If the code cite is at the end of a sentence, the citation must be placed inside parentheses.

- ✓ The period at the end of the cite is inside the parentheses
- ✓ Do not use "Cal." before code names
- ✓ A comma comes after the code name
- ✓ Only includes publisher and year only if citing to publisher-added materials
- ✓ There is not a provision for code cites to Westlaw or Lexis

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### California Style Manual: California Code Citations Examples

(Bus. & Prof. Code, § 16700 et seq.)

(Code Civ. Proc., § 564, subd. (a).)

(Pen. Code, § 331.)

(Civ. Code, §§ 1810.2-1812.12.)

(Pen. Code, §§ 118, 118a, 126.)

(Prob. Code, §§ 610 et seq., 670 et seq.)

(Evid. Code, § 700; see Pen. Code, § 1321.)

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### California Style Manual: California Code Citations

For code sections within the text of a sentence:

- ✓ use unabbreviated code names
- ✓ spell out "section" before the code section number
- ✓ insert a comma after subdivisions

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### California Style Manual: California Code Citations

Example of citations outside parentheses:

- Civil Code section 1000 et seq.
- Civil Code sections 1006 et seq., and 1013 et seq.
- Section 844 of the Penal Code
- Section 1203.1 b of the Penal Code
- Probate Code section 233, subdivision (a)

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## California Style Manual: California Code Citations

### Short form:

- Code name may be omitted after initial cite if a footnote or parenthetical explains that undesignated section references are to that code.
  - Only one code designation may be omitted in each document.

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## California Style Manual: California Code Citations

### Example of how to use a footnote to indicate the omitted code name:

Code of Civil Procedure section 631<sup>1</sup> provides that a jury trial may be waived by written consent filed with the clerk.

1. All further unspecified statutory references are to the Code of Civil Procedure.

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## California Style Manual: California Code Citations

### Elements of a Case Law Citation

- case name
- no comma after the case name
- year and court
- reporter with volume and page
- the complete cite is in parenthesis
- the period is at the end of the cite but inside the parentheses

### Example:

- (*Smiley v. Citibank* (1995) 11 Cal.4th 138.)

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## California Style Manual: Case Law Citations

- Case names
  - ✓ *Italicize* case names (including the v.)
- Year and court
  - ✓ Always include the year
  - ✓ Only include the court if it cannot be determined by cite to reporter
- Reporter
  - ✓ Provide cite to the official reporter.
  - CSM recommends a parallel cite to an unofficial reporter in [ ].
  - ✓ **Pincites are not needed for parallel cites.**
- Example
  - (*Smith v. Williams* (1966) 65 Cal.2d 263, 265 [54 Cal.Rptr.2d 370].)

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## California Style Manual: Case Law Citations

- (*People v. Marshall* (1997) 15 Cal.4th 1.)
- (*California v. Romero* (1983) 463 U.S. 992.)
- (*Spurgeon v. Mission State Bank* (8th Cir. 1945) 151 F.2d 702.)
- (*Mcinnis v. Shapiro* (ND.Ill. 1968) 293 F.Supp. 327)
- (*Gressler v. New York Life Ins. Co.* (Utah 1945) 163 P.2d 324.)
- (*English v. State* (Okla.Crim.App. 1969) 462 P.2d 275.)

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## California Style Manual: Case Law Citations

There are no spaces between the reporters and the edition:

- Cal.App.3d
- Cal.3d
- F.Supp.4th
- F.3d

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## Main differences from Bluebook

<i>Italics</i> not underline and no choice	(The entire citation is in parentheses.)	(Ending period is placed inside the parentheses.)	There is no comma after the case name
The date comes immediately after the case name	Parallel cites are recommended and put in []	The spacing for the reporter abbreviations may be different	

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## California Style Manual: Short Form

- After an opinion is first cited in a document, it is not cited in full again.
- Short cite format depends on whether the subsequent reference is
  1. In the same paragraph (intervening authority / no intervening authority) or
  2. In a different paragraph

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## California Style Manual: Short Form

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Once an opinion is cited in full, the first reference in any subsequent paragraph must include the case name, *supra*, the reporter, and the volume and page numbers.

- **Note:** per Bluebook – you cannot use *supra* to refer to primary authority.

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## California Style Manual: Short Form

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“

If the first subsequent reference is to a point page within the opinion, either provide the inception page for the opinion plus the point page

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OR use "at page" (or "at p." in parentheses) without the inception page.

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## California Style Manual: Short Form

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(*Silacci v. Abramson, supra*, 45 Cal.App.4th 558.)

(*Silacci v. Abramson, supra*, 45 Cal.App.4th 558, 562.)

(*Silacci v. Abramson, supra*, 45 Cal.App.4th at p. 562.)

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## California Style Manual: Short Form

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“

To repeat an identical citation to an opinion within the same paragraph, *ibid.* may be used when no intervening authority is cited.

”

To repeat a citation to an opinion with a different point page, *id.* may be used.

“

*Ibid.* and *id.* are used only to refer to the immediately preceding citation in the same paragraph.



**Note:** there is no “*ibid*” in Bluebook

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## California Style Manual: Short Form

- The conduct of the plaintiff in *Khawar v. Globe Internet, Inc.* (1998) 19 Cal.4th 254, 267 [79 Cal.Rptr. 178] did not make him a public figure. His role in the underlying controversy was "trivial at best." (*Ibid.*)
- The California Supreme Court declined to characterize the plaintiff as a public figure in *Khawar v. Globe Internet, Inc.* (1998) 19 Cal.4th 254, 267 [79 Cal.Rptr. 178]. The court also declined to adopt a neutral reportage privilege in that case. (*Id.* at p. 273.)

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## California Style Manual: Short Form

Burglary is not committed by placing a stolen check in a bank's window chute, based on the court's decision in *People v. Davis* (1998) 18 Cal.4th 712, 724 (disapproving *People v. Ravenscroft* (1988) 198 Cal.App.3d 639). However, burglary "may be committed by using an instrument to enter a building." (*People v. Davis, supra*, at p. 717.)

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## California Style Manual: Short Form

A shortened case name followed by a point page reference is also sufficient for second and subsequent references within the same paragraph, whether or not there is intervening authority.

- A penalty provision is separate from the underlying offense. (*People v. Wolcott* (1992) 10 Cal.App.4th 1584, 1596,1598; *People v. Bryant* (1983) 34 Cal.3d 92, 101.) The jury does not consider the penalty allegation until it first reaches a verdict on the substantive offense. (*Bryant*, at p. 101.)
- **Note: this form is NOT compliant with Bluebook**

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## California Style Manual: Short Form

Same paragraph, no intervening authority	Same paragraph, intervening authority	Different paragraph
Use <i>ibid.</i> for identical cite	1) case name 2) <i>supra</i> (optional) 3) page <i>(People v. Davis, supra, at p. 718.)</i>	1) case name 2) <i>supra</i> 3) reporter with volume and page <i>(Smith v. Williams, supra, 45 Cal.App.4th at p. 562.)</i>
Use <i>id.</i> at p. ___ for change in page number	or 1) shortened case name 2) page <i>(Davis, at p. 1097.)</i>	

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