

EXPANDED SERVICES

Effective June 1, 2020

Case Type	Type of Filing	Type of Service Provided	Date
Emergency Matters	Requests for ex parte relief in any civil, family law or probate matter.	Contact the assigned department	June 1
Civil/Family/Probate	Non-urgent filings	Mail and exterior windows	June 1
Civil/Family	Urgent filings (TRO's/Custody/Guardianship)	Exterior windows	June 1
Self Help/Facilitator	Filing support services	Email, phone and by appointment	June 1
Other	All conformed documents for the agencies may be picked up at the security station in designated bins by agency.  CPS filings will be placed in sealed confidential envelope and may be picked up at the security station in a designated bin with security only access.	Pick up	On-going
DCSS	Summons and Complaints, Stipulations, and Notice of Motions.	Drop box	On-going
Juvenile 300	Detention filings	Exterior windows	On-going
Juvenile 602	Detention filings (DA/Agencies)	Exterior windows	On-going
Juvenile	Non-urgent/reports	Exterior windows	On-going
Criminal	New case filings/VOPs/Motions re hearings	Exterior window	On-going
Collections	Payments	Online/Mail	On-going
All LPC Units	General Customer Services	Phones only	On-going