

RELEASE DATE: March 20, 2020

THE CLERK'S OFFICES AT THE SUPERIOR COURT OF LOS ANGELES COUNTY WILL BE CLOSED TO THE PUBLIC; SERVICES TO BE TRANSITIONED TO TELEPHONIC AND REMOTE SOLUTIONS

Effective March 23, 2020, and until further notice, the Superior Court of Los Angeles County will close the Clerk's Offices at all 38 courthouses in response to the COVID-19 public health threat. Most courthouses, except the Beverly Hills and Catalina courthouses, will remain open for time-sensitive, essential court hearings and matters in accordance with Presiding Judge Kevin C. Brazile's <u>General Orders</u>.

The Court is establishing telephone numbers and other means for litigants, counsel and the public to conduct limited, time-sensitive and essential services. Special provisions will be made for the filing and processing of Restraining Orders, *ex parte* proceedings in Family Law, Probate and Civil, and certain types of Emergency Writ Petitions. These new procedures will be outlined soon in a subsequent public notice and posted on the Court's website: <u>lacourt.org</u>.

For individuals needing to file court documents, drop boxes will be set up at the entrances to all courthouses. If a conformed copy of the filed documents is needed, leave a self-addressed, stamped envelope with the filing. No cash will be accepted at the drop boxes, only credit cards and checks. The documents will be deemed filed same-day if received by 4:30 p.m. Drop boxes will be checked frequently.

Unrepresented litigants who cannot electronically file or fax file their pleading and attorneys who are required to submit paper copies of pleadings, are strongly encouraged to send them via U.S. Mail or other commercial delivery. Courthouse addresses are available at this link: <u>http://www.lacourt.org/courthouse</u>.

Updates will be provided as more information becomes available.

Issued by: Sherri R. Carter Executive Officer/Clerk of Court

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