OFFICE HOURS AND CONTACT INFORMATION

OFFICE HOURS:
Monday—Friday
8:00 a.m. to 4:00 p.m.

E-mail:
accesscenter@imperial.courts.ca.gov

Small Claims Advisor:
Monday – Thursday
8:30 a.m. to 10:00 a.m.
Friday
2:00 p.m. to 4:00 p.m.
(760) 482-2238



NOTICE

Members of our staff are available to help people who do not have an attorney and wish to represent themselves. We can give you general legal information but cannot give legal advice and we do not go with you to court. It is important to note that WE ARE NOT ACTING AS YOUR LAWYER. There is no attorney-client relationship between you and staff members, and we can provide information and services to any other party in your case.

Communications between you and the staff are not confidential. You should consult with your own attorney if you want personalized advice or strategy, to have a confidential conversation, or to be represented by an attorney in court.
We are not responsible for the outcome of your case.

ACCESS CENTER LOCATION:
Superior Court of California, County of Imperial
939 West Main Street
El Centro, CA 92243

ACCESS CENTER

Providing free legal information and assistance to individuals representing themselves In Court.

IMPORTANT
Please make necessary arrangements for childcare while conducting Court business. We are sorry, but no childcare services are available at this time.

AREAS OF HELP

- Family & Children
- Small Claims
- Probate Guardianships/Conservatorships

HOW WE HELP YOU

Help is provided to self-represented persons daily on a walk-in first come, first served basis. Limited help is available by e-mail, except in confidential cases such as Paternity Actions, and those cases involving the Department of Child Support Services.

SERVICES PROVIDED

Staff can assist you with each phase of your case in a variety of ways such as:

- Help you select the proper legal forms to complete to accomplish your goal
- To start a legal action
- To modify a prior order
- To get a final order or judgment
- To enforce your order or judgment
- Review documents for completeness
- Give you easy to understand instructions
- How to file and serve documents
- How you can settle your case without going to court
- Offer referrals to other self-help service providers and outside agencies

FAMILY & CHILDREN

- Parentage (Paternity)*
- Property Division**
- Divorce/Legal Separation**
- Child Custody & Visitation***
- Child & Spousal Support****

PROBATE

- Limited Conservatorship
- Guardianship of the Person

CIVIL DISPUTES

- Small Claims Form Assistance & Advisory

Bring with you to Self-Help Center:

*Children's names, dates of birth, and addresses for past 5 years.

**List of all debts or property, whether in your name alone, spouse's name, or both names.

***A copy of the most recent support or custody order if you are requesting to modify a previous order.

****Last 3 months of paystubs.

OTHER HELPFUL RESOURCES

The Imperial County Law Library located at
El Centro Courthouse (760) 482-2271
939 West Main Street, El Centro, CA
92243 TTY – TDD (760) 352-3492

El Centro Courthouse (760) 482-2240
939 West Main Street, El Centro, CA 92243

Winterhaven Court (760) 336-3500
2124 Winterhaven Drive,
Winterhaven, CA 92283
8:00 a.m. to 4:00 p.m.
Tuesdays – Wednesdays – Thursdays
(Pacific Time Zone)
Court Closed Mondays and Fridays

Accounting and Finance
(760) 336-3515 / Collections (760) 336-3510

Judicial Council Self-Help
www.courts.ca.gov/selfhelp