# Public Records Request

Effective January 1, 2010, rule 10.500 of the California Rules of Court (PDF) sets forth comprehensive public access provisions applicable to the judicial administrative records maintained by state trial and appellate courts, the Judicial Council, and the Administrative Office of the Courts (AOC).

Please direct requests for access to judicial administrative records maintained by the Superior Court of California, County of Imperial:

**Superior Court of California, County of Imperial**
**939 W. Main Street**
**El Centro, CA 92243**
**Phone: (760) 482-2250**
**Email request to: publicrecordsrequest@imperial.courts.ca.gov**

The Superior Court business hours are 8:00 a.m. - 4:00 p.m., Monday - Friday.

The Court will make identifiable judicial administrative records available upon request, unless the records are exempt from disclosure under rule 10.500. Records may be subject to payment of a fee.