



Superior Court of California, County of El Dorado

PUBLIC NOTICE RE: TEMPORARY REDUCTION IN CLERK'S OFFICE HOURS

Due to the current surge of COVID-19 cases in El Dorado County, the Superior Court of California, County of El Dorado (Court) finds it necessary to temporarily modify its operations.

Effective **January 27, 2022**, all Court branches will temporarily reduce service hours for the clerk's offices and telephones. The temporary hours will be 8:00 a.m. to 1:00 p.m. As an alternative to in-person clerk's office visits, there are various options for conducting court business, as summarized below:

- *Drop boxes* are available at all Court facilities for filings. Filings presented to the Court may be placed in the drop boxes. Filings placed in the drop boxes after 4:00 p.m. will be filed by the Court on the next court day.
- *Record search requests* may be submitted by mail or fax. For information on how to submit a record search request visit <https://eldorado.courts.ca.gov/online-services/record-search-requests>.
- *Online options* allow court users to fax file documents and make certain traffic and criminal payments online. For more information visit <https://eldorado.courts.ca.gov/>.

For updates and information visit <https://eldorado.courts.ca.gov/>.