



## HOW TO RESPOND TO AN UNLAWFUL DETAINER (EVICTION) COVERSHEET

<b>Important Information:</b>	Government Code Section 68082 prohibits the Court Clerk from giving legal advice. This includes advice on how to fill out documents. Please seek the advice of an attorney.	
<b>Assistance: Self-Help Center/Family Law Facilitator's Office</b>	The Family Law Facilitator's Office provides free assistance with evictions. <b>Before visiting in person</b> , please check the Facilitator's monthly schedule on the Court's website for walk-in clinic and call-in hours: <a href="https://eldorado.courts.ca.gov/">https://eldorado.courts.ca.gov/</a> .	
	<b>West Slope Family Law Facilitator's Office</b> 2850 Fairlane Court, Ste 120 Placerville, CA 95667 (530) 621-5098 <a href="mailto:selfhelp@eldorado.courts.ca.gov">selfhelp@eldorado.courts.ca.gov</a>	<b>South Lake Tahoe Family Law Facilitator's Office</b> 1354 Johnson Blvd., 1 <sup>st</sup> Floor South Lake Tahoe, CA 96150 (530) 573-3066 <a href="mailto:sltselfhelp@eldorado.courts.ca.gov">sltselfhelp@eldorado.courts.ca.gov</a>
<b>Instructions:</b>	<b>Step 1:</b> Complete the forms in blue or black ink, or electronically. <b>Step 2:</b> Make two (2) copies of all forms (original plus 2 copies). Copies are not required if you file electronically. <b>Step 3:</b> Before filing, have someone mail a copy of the Answer (UD-105) to the plaintiff. The person who does the mailing signs the Proof of Service (POS-030). <b>Step 4:</b> File the documents with the Clerk's Office. <b>Step 5:</b> Notification of Hearing: If the plaintiff requests a hearing, the Court will notify you of the date. Check your mail. At the hearing you will have an opportunity to present your case based on the information you included in your Answer.	
<b>Required Judicial Council Forms:</b>	<ul style="list-style-type: none"> <li>• <a href="#">UD-105</a> Answer – Unlawful Detainer</li> <li>• <a href="#">POS-030</a> Proof of Service by First-Class Mail-Civil</li> </ul> For additional forms and information, please visit the California Courts' website at: <a href="https://www.courts.ca.gov/">https://www.courts.ca.gov/</a> , or contact the Facilitator's Offices listed above.	
<b>Filing Fees:</b>	<ul style="list-style-type: none"> <li>• \$240: Claim amount up to \$10,000</li> <li>• \$385: Claim amount over \$10,000 up to \$35,000</li> <li>• \$435: Claim amount over \$35,000</li> </ul> If you cannot afford to pay the filing fee, you may apply for a fee waiver by filling out and filing the following forms: <ul style="list-style-type: none"> <li>• <a href="#">FW-001</a> Request to Waive Court Fees</li> <li>• <a href="#">FW-003</a> Order on Court Fee Waiver (Superior Court)</li> </ul>	
<b>Filing Locations:</b>	<b>West Slope</b> Cameron Park Branch 2927 Meder Road Cameron Park, CA 95682 (530) 621-5047 <a href="https://eldorado.courts.ca.gov/">https://eldorado.courts.ca.gov/</a>	<b>South Lake Tahoe</b> South Lake Tahoe Branch 1354 Johnson Blvd. South Lake Tahoe, CA 96150 (530) 573-3075 <a href="https://eldorado.courts.ca.gov/">https://eldorado.courts.ca.gov/</a>
<b>eFiling:</b>	Documents may be filed electronically (eFiled) in accordance with <a href="#">Local Rule 7.08.00</a> . For information about eFiling, please visit the Court's website at: <a href="https://www.eldorado.courts.ca.gov/online-services/efiling">https://www.eldorado.courts.ca.gov/online-services/efiling</a> .	