

How to Use the Self-Help Center/ Family Law Facilitator's Office

The Self Help Center can help with:

- Divorce, Custody, Visitation & Support,
- Guardianship,
- Eviction,
- Civil (non-family), but for Small Claims call Small Claims Advisor at 408-556-3000 (option #2 then #6"), M – F, 2:30 - 5 pm

Notre Dame Courthouse

99 Notre Dame Avenue
San Jose, CA 95113

One-on-one help

Monday-Thursday, starting at 8:30am

Arrive early. We help people on a first-come, first-served basis. People may arrive before the center opens to get in line.

Visit our Websites:

www.scselselfservice.org
www.sccsuperiorcourt.org
www.legalselselfhelp.ca.gov

Call us:

(408) 882-2900 (press option 7)

Note: Our services and when they are offered can change without notice.

Our Restraining Order Help Center can help with:

- Domestic Violence Restraining Orders
- Civil Harassment
- Modify Criminal Protective Order

Blank restraining order forms are available **Monday-Friday 8:30 to 4:00**, in the Clerk's Office at each location below.

South County Courthouse

301 Diana Avenue
Morgan Hill, CA 95037

Restraining Orders: Monday 1:30 to 4:00,
Wednesday & Thursday 8:30 to 12:30

Sunnyvale Courthouse

605 West El Camino Real
Sunnyvale, CA 94087

Restraining Orders: Wednesday & Thursday 8:30 to 4:00 (closed 12:30 to 1:30) (beginning 8/19/09)

Family Courthouse

170 Park Avenue (corner of Park & Almaden)
San Jose, CA 95113

Restraining Orders: Monday-Friday 8:30 to 4:00 (closed 12:30 to 1:30)

What to Know BEFORE You See Us

We are **not** your lawyer, but we have forms, brochures, information, and referrals that can help you with your case.

- ◆ **If you want to ask the court to change an order**, you must bring a filed copy of the order you want changed.
- ◆ **For all other legal issues**, we may need to see all the papers in your case, if you have one. It is best to bring a copy of your entire Court file.
- ◆ **Bring income information.** Bring proof of your income for the last two months, such as:
 - pay stubs, disability or unemployment statements,
 - if you are self-employed, your most recent tax returns and year-to-date profit and loss statement,
 - proof of CalWorks, or any other proof of income.
- ◆ **No kids in the Center, please.** Please do not bring your children to the Self-Help Center. Either ask a responsible adult to watch them for you or contact the **Children's Waiting Room**, which is next door to the Notre Dame Self-Help Center. They help people FREE on a first-come, first-served basis. For questions, call them at: (408) 882-2960
- ◆ **Bring an interpreter.** If you do not speak, read or write English well, bring an adult friend or relative who can read and write in English and your language to help you.
- ◆ **If you don't have a computer** you can use the public computers at the Clerk's Office at the Notre Dame Court to view legal websites, print court forms and run child support calculations. You do not need to bring your own blank legal forms when you visit us.
- ◆ **Referrals.** If we cannot help you, we will refer you to a private lawyer, legal services provider, or the Law Library.

Sorry... we cannot help you if:

- Your case is very complicated or unusual.
- You have your own lawyer. If you no longer have a lawyer, we can help you if you bring a filed "Substitution of Attorney" form (MC-050) removing your attorney or another court order removing your attorney from your case.

MAP OF SELF HELP CENTER AND COURTHOUSE LOCATIONS

