SELF-HELP LEGAL SERVICES



to Assist Litigants Without Attorneys (Self-Represented)

Including programs offered by:

- San Diego Superior Court
- City, County, & State Agencies
- Non-Profit, Government Collaboration Programs with a Legal Services Focus

Introduction to Self-Help Legal Services

This self-help booklet was prepared to help people entering the justice system find services. The booklet has been separated into three sections: (1) Self-Help Programs Located in Court Facilities—by region on pages 2-8, (2) Self-Help & Assistance Programs Offered by Other Government Agencies on pages 9-11, and (3) Non-Profit and Government Collaboration Programs with a Legal Services Focus on the back cover. **NOTE**: Many programs listed in this booklet are not affiliated with San Diego Superior Court. These programs, marked with an asterisk (*), are independently responsible for compliance with applicable state or federal laws. The Superior Court does not endorse, evaluate, supervise or monitor these programs.

Most of the clinics and assistance programs in this booklet operate on a first-come, firstserved basis. Please arrive early and be prepared. Additional information may be found on the Internet at the Judicial Council of California's Self-Help Center, located at **www.legalselfhelp.ca.gov**, or San Diego Superior Court's website **www.sdcourt.ca.gov**.

Self-Help Programs Located in Court Facilities

Central San Diego

Child Support-----(619) 450-5200

Central Courthouse, 220 West Broadway, Room 4001, San Diego, CA 92101

Operated by San Diego Superior Court's Family Law Facilitator's Office, using court attorneys and paralegals, this program assists self-represented litigants who need help with governmental child support issues in cases where the Department of Child Support Services is involved. Open Monday-Friday. Signin at 7:00 a.m. for the 8:30 a.m. session and at 12:00 p.m. for the 1:30 p.m. session.

Operated by Legal Aid Society of San Diego (LASSD), this clinic offers assistance to self-represented litigants by explaining procedures and helping prepare forms. The clinic is open Tuesdays and Thursdays from 9:00 a.m. to 12:00 p.m.

Operated by Legal Aid Society of San Diego (LASSD), this clinic offers assistance to self-represented litigants by explaining procedures and helping prepare forms. The clinic operates on Tuesdays from 2:00 p.m. to 4:30 p.m.

Central San Diego—Continued

Operated by San Diego Volunteer Lawyer Program (SDVLP), this clinic offers assistance to selfrepresented litigants to explain procedures and prepare forms. The clinic is open Monday-Friday, on a first-come, first-served basis.

Operated by San Diego Superior Court's Family Law Facilitator's Office, this program provides workshops and one-on-one assistance in the areas of divorce, paternity, support issues, and child custody/ visitation. The office is open Monday-Friday. Sign-in time is 8:00 a.m. for the session beginning at 8:30 a.m. and 11:30 a.m. for the session beginning at 1:30 p.m.

The court's office of Family Court Services (FCS) offers a parent orientation class to provide information about child custody and family court matters. The class is facilitated by an FCS Counselor and is held on the third Tuesday of the month at noon, and on the first Thursday of the month at 5:30 p.m..

The Guardianship Assistance Program (GAP) is operated by the San Diego Superior Court's Family Law Facilitator's Office. This office provides orientation workshops and follow-up forms assistance. Orientation workshops are held at Family Court, 1555 Sixth Avenue, San Diego, CA 92101 on Tuesdays from 1:30 p.m. to 3:30 p.m. Follow-up forms assistance is held Mondays through Thursdays, by appointment only.

The Superior Court provides a Small Claims Legal Advisor at no cost. The advisor is an attorney, paralegal, or law student who is available to assist with small claims issues and procedures from filing through enforcement. Available Monday-Friday on a first-come, first-served basis. The advisor helps litigants by telephone or on a walk-in basis; no appointment is necessary.

Small Claims Mediation *

Central San Diego—Continued

East County

Operated by Legal Aid Society of San Diego (LASSD), this clinic offers assistance to self-represented litigants by explaining procedures and helping prepare forms. The clinic is open Mondays, Wednesdays, and Fridays from 8:30 a.m. to 12:00 p.m., and Tuesdays and Thursdays from 9:30 a.m. to 12:00 p.m., except for the third week of each month, there is no clinic on Wednesday and the Tuesday/Thursday hours are 8:30 a.m. to 1:00 p.m.

Operated by San Diego Volunteer Lawyer Program (SDVLP) and the Center for Community Solutions (CCS), this clinic helps self-represented litigants by explaining procedures and helping prepare court forms. The clinic is open Monday-Friday and assistance is provided on a first-come, first-served basis.

Operated by San Diego Superior Court's Family Law Facilitator's Office using court attorneys and paralegals, this program provides general legal information and forms assistance to self-represented litigants in the areas of divorce, paternity, support, and child custody/visitation. Open Monday-Friday on a first-come, first-served basis. See <u>www.sdcourt.ca.gov</u> for more information.

The Superior Court provides a Small Claims Legal Advisor at no cost. The advisor is an attorney, paralegal, or law student who is available to assist with small claims issues and procedures from filing through enforcement. Available Monday-Friday on a first-come, first-served basis. The advisor helps litigants by telephone or on a walk-in basis; no appointment is necessary.

Small Claims Mediation *

East County—Continued

Operated by Legal Aid Society of San Diego (LASSD), this clinic offers assistance to self-represented litigants by explaining procedures and helping prepare forms. The clinic is open Mondays, Wednesdays, and Fridays from 8:30 a.m. to 12:00 p.m., and Tuesdays and Thursdays from 9:30 a.m. to 12:00 p.m., except for the third week of each month, there is no clinic on Wednesday and the Tuesday/Thursday hours are 8:30 a.m. to 1:00 p.m.

North County

Child Support(760) 201-8200 North County Courthouse, 325 South Melrose Drive, Vista, CA 92081

Operated by San Diego Superior Court's Family Law Facilitator's Office using court attorneys and paralegals, this office provides assistance to self-represented litigants who need help with governmental child support issues in cases where the Department of Child Support Services is involved. Open Monday-Friday on a first-come, first-served basis at no cost. Sign-in times are 7:30 a.m. for the 8:30 a.m. session and at 12:00 p.m. for the 1:30 p.m. session.

Operated by San Diego Volunteer Lawyer Program (SDVLP), this clinic offers assistance to self-represented litigants by explaining procedures and helping prepare forms. The clinic is open Mondays, Wednesdays, and Fridays from 8:30 a.m. to 12:00 p.m.

Operated by San Diego Volunteer Lawyer Program (SDVLP), this clinic offers assistance to self-represented litigants by explaining procedures and helping prepare forms. The clinic is open Monday-Friday and assistance is provided on a first-come, first-served basis. (Please arrive before 2:30 p.m. in order to be helped that day).

Operated by San Diego Superior Court's Family Law Facilitator's Office using court attorneys and paralegals, this office provides general legal information and forms assistance to self-represented litigants in the areas of divorce, paternity, support, and child custody/visitation. Open Monday-Friday on a first-come, first-served basis. Sign-in time is 8:00 a.m. for the session beginning at 8:30 a.m. and 11:30 a.m. for the session beginning at 1:30 p.m.

North County—Continued

The Guardianship Assistance Program (GAP) is operated by the San Diego Superior Court's Family Law Facilitator's Office. This clinic provides orientation workshops and follow-up forms assistance. Orientation workshops are held Fridays from 9:00 a.m. to 11:00 a.m. Follow-up forms assistance available Friday afternoons from 1:30 p.m. to 4:30 p.m. by appointment only.

Guardianship Assistance *

San Diego Volunteer Lawyers Association Program SDVLP) *

This organization offers guardianship assistance on Thursdays from 8:30 a.m. to 11:00 a.m. at the North County Courthouse. (www.sdvlp.org)

The Superior Court provides a Small Claims Legal Advisor at no cost. The advisor is an attorney, paralegal, or law student who is available to assist with small claims issues and procedures from filing through enforcement. Available Monday-Friday on a first-come, first-served basis. The advisor helps litigants by telephone or on a walk-in basis; no appointment is necessary.

Unlawful Detainer Clinic (Landlord-Tenant Disputes) *.....(760) 941-5685 North County Courthouse, 325 South Melrose Drive, Vista, CA 92081

Operated by San Diego Volunteer Lawyer Program (SDVLP), this clinic offers assistance to self-represented litigants by explaining procedures and helping prepare forms. The clinic is open Mondays and Thursdays from 9:00 a.m. to 3:00 p.m. (closed 12:00-1:00 p.m. for lunch). When holidays fall on a Monday, the clinic is open the next day (Tuesday).

South County

Operated by Legal Aid Society of San Diego (LASSD), this clinic offers assistance to self-represented litigants by explaining procedures and helping prepare forms. The clinic is open Monday-Friday from 9:00 a.m. to 12:30 p.m.

South County—Continued

Operated by San Diego Superior Court's Family Law Facilitator's Office using court attorneys and paralegals, this program provides general legal information and forms assistance to self-represented litigants in the areas of divorce, paternity, support, and child custody/visitation. Open Monday-Friday on a first-come, first-served basis. Sign-in time is 8:00 a.m. for the session beginning at 8:30 a.m. and 11:30 a.m. for the session beginning at 1:30 p.m.

The Superior Court provides a Small Claims Legal Advisor at no cost. The advisor is an attorney, paralegal, or law student who is available to assist with small claims issues and procedures from filing through enforcement. Available Monday-Friday on a first-come, first-served basis. The advisor helps litigants by telephone or on a walk-in basis; no appointment is necessary.

Small Claims Mediation *

Operated by Legal Aid Society of San Diego (LASSD), this clinic offers assistance to self-represented litigants by explaining landlord-tenant procedures and helping prepare forms.

San Diego Superior Court Information

The Superior Court has developed a series of brochures subtitled "Answers to Frequently Asked Questions," which are available at the appropriate court business offices in the Central, East, North, and South County Division facilities. Brochure topics include:

•Appeals	Civil Cases	Criminal Cases	Family Law Cases
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- Minor Offenses: General Info. Minor Offenses: Insurance Violations
- Small Claims Court
 Unlawful Detainers

Additional information may be found at either: www.sdcourt.ca.gov or www.legalselfhelp.ca.gov.

General Information telephone numbers for San Diego Superior Court

Central Division	
Civil Bus. Office, 330 W. Broadway, SD, CA 92101	
Criminal Bus. Office, 220 W. Broadway SD, CA 92101	
Family Law, 1555 Sixth Avenue, SD, CA 92101	
Family Law Facilitator, 1555 Sixth Avenue, SD, CA 92101	
Family Support Division, 220 W. Broadway, 4th Floor, Room 4005	
Juvenile Court, 2851 Meadowlark, SD, CA 92123	
Probate, 1409 Fourth Ave, SD, CA 92010	
Small Claims, 8950 Clairemont Mesa Blvd., SD, CA 92123	
Traffic, 8950 Clairemont Mesa Blvd., SD, CA 92123	
East County Division, 250 E. Main St, El Cajon, 92020	
Civil/Small Claims Bus. Office	
Criminal Bus. Office	
Family Law	
Family Law Facilitator	
Juvenile Dependency	
Traffic	
North County Division, 325 S. Melrose, Vista, 92081	
North County Division, 325 S. Melrose, Vista, 92081 Civil Bus. Office	
Civil Bus. Office	
Civil Bus. Office Criminal Bus. Office	
Civil Bus. Office Criminal Bus. Office Family Law	
Civil Bus. Office Criminal Bus. Office Family Law Family Law Facilitator Juvenile Probate	
Civil Bus. Office Criminal Bus. Office Family Law Family Law Facilitator Juvenile.	
Civil Bus. Office Criminal Bus. Office Family Law Family Law Facilitator Juvenile Probate	
Civil Bus. Office Criminal Bus. Office Family Law Family Law Facilitator Juvenile Probate Small Claims	
Civil Bus. Office Criminal Bus. Office Family Law Family Law Facilitator Juvenile. Probate. Small Claims Traffic	
Civil Bus. Office Criminal Bus. Office Family Law Family Law Facilitator Juvenile Probate Small Claims Traffic South County Division, 500 Third Ave., Chula Vista, 91910	
Civil Bus. Office Criminal Bus. Office Family Law Family Law Facilitator Juvenile. Probate Small Claims Traffic. South County Division, 500 Third Ave., Chula Vista, 91910 Civil Bus. Office.	
Civil Bus. Office Criminal Bus. Office Family Law Family Law Facilitator Juvenile Probate Small Claims Traffic South County Division, 500 Third Ave., Chula Vista, 91910 Civil Bus. Office Criminal Bus. Office	
Civil Bus. Office Criminal Bus. Office Family Law Family Law Facilitator Juvenile Probate Small Claims Traffic South County Division, 500 Third Ave., Chula Vista, 91910 Civil Bus. Office Criminal Bus. Office Family Law	
Civil Bus. Office Criminal Bus. Office Family Law Family Law Facilitator Juvenile Probate Small Claims Traffic South County Division, 500 Third Ave., Chula Vista, 91910 Civil Bus. Office Criminal Bus. Office Family Law Family Law Facilitator	
Civil Bus. Office Criminal Bus. Office Family Law Family Law Facilitator Juvenile Probate Small Claims Traffic South County Division, 500 Third Ave., Chula Vista, 91910 Civil Bus. Office Criminal Bus. Office Family Law Family Law Facilitator Juvenile Dependency	

Self-Help & Assistance Programs offered by Other Government Agencies

California Courts Online Self-Help Center *

This web site will help you find assistance, information, work better with an attorney, or represent yourself in some legal matters. Provided in English and Spanish. www.courtinfo.ca.gov/selfhelp

www.sandiegochildsupport.org

Self-Help & Assistance Programs offered by Other Government Agencies

Trained staff and volunteers can offer help, schedule an appointment (although not necessary), answer questions, or give you information about the resources available to victims of domestic and family violence.

www.familyjusticecenter.org

Domestic Violence-North County Family *

Operated by San Diego County Sheriff, provides services and information to victims seeking counseling services, shelter, and community services. The center has bilingual advocates (English-Spanish) who can help work on a customized safety plan, assistance with a restraining order, or talk to a sheriff.

Provides adults age 60 and older with an affordable way to take care of simple legal matters. Referrals are available for more complex legal assistance. Also provides free assistance to family caregivers of persons 60 and older.

Self-Help & Assistance Programs offered by Other Government Agencies

San Diego County Public Law Library *

The Public Law Library welcomes all users. It readily accepts referrals from other public libraries, the courts, and other public agencies. The Public Law Library provides sources of legal information, but it does not provide legal advice.

East County Branch......... (619) 441-4451 East County Courthouse, 250 East Main Street, El Cajon, CA 92020

North County Branch (760) 940-4386 North County Courthouse, 325 South Melrose Drive, Vista, CA 92081

South County Branch (619) 691-4929 South County Courthouse, 500 Third Avenue, Chula Vista, CA 91910

State Dept. of Developmental Disabilities *

The San Diego Regional Center (SDRC) serves as a focal point in the community through which a person with a developmental disability and his or her family can obtain services and be linked to other community resources within San Diego and Imperial counties. Web address www.sdrc.org

Non-Profit & Government Collaboration **Programs with a Legal Services Focus**

211 is the dialing code for free, 24-hour access to information for people who don't know where to start when they need essential health and human services, from drug treatment & domestic violence to care for a child or aging parent. TTY (858) 300-1311, www.211sandiego.org

EZ Legal File *

EZLegalFile is an interactive program that will help you fill out the forms necessary to request or respond to Family Law, Small Claims, Unlawful Detainer, Domestic Violence, and Guardianship. www.ezlegalfile.com

Law Help California *

LawHelpCalifornia.org provides low-income Californians with online access to basic legal resources and attorney information. www.lawhelpcalifornia.org

110 South Euclid Ave. San Diego, CA 92114 Available to low-income individuals for a variety of legal problems, including: consumer, family disputes, welfare and health benefits, immigration, landlord/tenant disputes, disability support, and family benefits. www.lassd.org

Mediation *

Main office, 625 Broadway, San Diego CA 92101

Lawver Referral Services *

East County Lawyer Referral Service	(619) 588-1936
North County Lawyer Referral	(760) 758-4755
San Diego County Lawyer Referral Service	(800) 464-1529

625 Broadway, Suite 925, San Diego, CA 92101 www.sdvlp.org

5998 Alcala Park, San Diego, CA 92110

Operated Monday-Friday from 9 a.m. to 5 p.m. through the USD School of Law. Clinics assist low-income individuals who need assistance with: taxpaying, small claims, immigration, civil, mental health, land use, and more.

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