

INFORMATION FOR SMALL CLAIMS LITIGANTS

Calendar:

Small claims court is heard by Pro Tem Judges as follows:

CAMERON PARK:

Tuesdays	8:30 a.m.	small claims hearings
	10:30 a.m.	Small claims hearings
	1:30 p.m.	Small claims hearings
	3:00 p.m.	Small claims hearings

SOUTH LAKE TAHOE:

Tuesdays	1:30 p.m.	Small Claims Hearings
----------	-----------	-----------------------

Continuances:

To request a court date continuance you must submit your request on Judicial Council Form SC-110 along with a \$10.00 fee to the court no less than ten (10) days prior to your court date.

Process Servers:

El Dorado County's law enforcement **no longer** serves small claims. If you want to have personal service, you must either hire someone over the age of 18, who is not affiliated with the case, or hire your own process server. Process servers may be found in the El Dorado County telephone directory.

Exhibits:

If you are submitting exhibits, you must make a copy for the other party **and** the Judge. DO NOT SUBMIT ORIGINALS TO THE COURT, unless the Judge requests them at the trial.

SMALL CLAIMS COURT ADVISOR

CHECKLIST:

1. How does small claims court work?
2. Do I have a case worth pursuing or defending?
3. How do I prepare my case to maximum advantage?
4. What witnesses and other evidence should I present?
5. Can I appeal the case if I lose?
6. What do I say in court?
7. How do I collect my judgment?

It is important to know when and how to bring your small claims court action and when not to.

The advisor is present every Tuesday from 9 a.m. to noon in the El Dorado County Law Library, located at 550 Main Street, Placerville, Ca. 95667. This clinic is free to the public. Attending the session could make a difference in presenting or defending your action.

The small claims advisor is funded by Senate Bill 180 and is not liable for any advice provided to small claims litigants. Civil Code: "A public entity, its employees, and volunteers, shall not be liable because of any advice provided to small claims court litigants."

To contact the small claims advisor in this area, please telephone 1-800-815-2947. You can also go to www.courts.ga.gov, which is the online self-help center California Judicial Council Small Claims. You may also go to www.EZLegalFile.org, a forms program.