

**SUPERIOR COURT OF CALIFORNIA  
COUNTY OF MENDOCINO**



*Press Release  
(For immediate release: August 24, 2011)*

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**NOTICE OF CHANGE OF COURT CLERKS' OFFICE  
HOURS FOR THE SUPERIOR COURT OF CALIFORNIA,  
COUNTY OF MENDOCINO  
EFFECTIVE NOVEMBER 1, 2011**

Pursuant to Government Code section 68106, the Superior Court of California, County of Mendocino will change its Clerks' Office hours for the Ukiah Courthouse and Ten Mile Branch Court from 8:30 a.m. – 4:00 p.m. Monday through Friday to 8:30 a.m. – 3:00 p.m. Monday through Friday on all days except judicial Holidays, Saturdays and Sundays, effective Tuesday, November 1, 2011.

A document drop box will be provided at each court location to receive documents after 3:00 p.m., Monday through Friday. All documents dropped before 4:00 p.m. will be received and filed the day they are dropped. All documents will be removed from all drop boxes just after 4:00 p.m. daily. Any document dropped after 4:00 p.m. will be received and filed the following court business day.

The hours of the Clerks' Office are being reduced due to the continuing state budget crisis. Since fiscal year 2009-2010 the Court's base allocation has been reduced by approximately 12%. Through attrition and lay offs the Court's workforce has been reduced by approximately 21%. The reduction in the Clerks' Office hours will provide time for court staff to process cases timely and prepare court calendars. The Superior Court of California, County of Mendocino is committed to ensuring open access to a system of unified and equal justice for all.

# NOTICE

**Effective Tuesday, November 1, 2011:  
The Superior Court of California,  
County of Mendocino  
Will Close All Clerks' Offices  
at 3:00 p.m. Monday- Friday**

- Beginning Tuesday, November 1, 2011, all Superior Court Clerks' Offices throughout Mendocino County will open at 8:30 a.m. and close at 3:00 p.m., Monday- Friday.
- A document drop box will be available at each court location to receive documents after 3:00 p.m.

The above changes are the result of unprecedented budget cuts to the statewide Judicial Branch and will continue until further notice.

Please see the Superior Courts web site for additional information: [www.mendocino.courts.ca.gov](http://www.mendocino.courts.ca.gov)