

# Roadmap to Pandemic Operations

## Victorville Courthouse

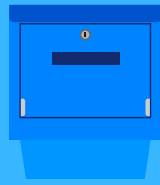


### Public Hours

The Victorville Clerk's Offices are open Monday through Friday, from 8:00 a.m. to 12:00 p.m. (lobby & phones).

Face coverings and social distancing required at all times.

### Drop Box & Filing Alternatives



Restrictions for filing in-person are in effect. The following will be accepted at clerk's windows:

- Cash payments
- CCP 170.6
- Documents for cases already on calendar

All other filings and non-cash payments must be filed by drop box or mailed until further notice except for CCP 170.1/170.3 filings.

### Courtroom Calendars

Courtroom proceedings have resumed at a minimum, and staggered, based on courtroom capacity and social distancing.



### Restricted Access

Access to the courthouse is restricted to parties with hearings, parties filing emergency orders, cash payments, appointments, attorneys, witnesses who have been subpoenaed, media with prior approval, and other authorized persons, as determined by statute or judicial order.

Face coverings and social distancing required at all times.

### Contact Numbers

Clerk's Office (760) 245-6215

Self-help: Online services are available  
<https://dash.sb-court.org/en-US/>

Some in-person services are available and vary. For times, dates and locations visit [www.sb-court.org/self-help](http://www.sb-court.org/self-help)

Credit Card Payments (909) 387-1470  
(Call Center Hours 8am - 2pm)