

<p>SUPERIOR COURT OF CALIFORNIA, COUNTY OF VENTURA</p> <p><input type="checkbox"/> 800 SOUTH VICTORIA AVE., VENTURA, CA 93009</p> <p><input type="checkbox"/> 3855 – F ALAMO ST., SIMI VALLEY, CA 93063-2210</p> <p><input type="checkbox"/> 4353 VINEYARD AVE., OXNARD, CA 93036</p> <p>INTERPRETING SERVICES, 805-289-8799  <a href="mailto:VCSCInterpreting@ventura.courts.ca.gov">VCSCInterpreting@ventura.courts.ca.gov</a></p>	<p>FOR COURT USE ONLY</p>
<p><b>REQUEST FOR INTERPRETER</b></p>	<p>CASE NUMBER:</p>

*Fill out this form and submit it at least two (2) court days before your hearing for Spanish or Mixteco and ten (10) court days before your hearing for all other languages (including ASL).*

**Return this form to the clerk in one of the following offices as soon as possible:**  
*Civil & Small Claims/Unlawful Detainer – Room 210, Ventura Courthouse Family  
Law – Room 208, Ventura Courthouse  
Juvenile/Probate – Room 122, Oxnard (Juvenile) Courthouse*

All requests are evaluated in accordance with the priorities as set forth in *Evidence Code §756*.

**Contact Information of Person(s) Needing an Interpreter**

1. Name(s): \_\_\_\_\_
2. Phone number: \_\_\_\_\_
3. E-mail: \_\_\_\_\_
4. Language needed: ☐ Spanish ☐ Mixteco ☐ ASL (American Sign Language) ☐ Mandarin  
☐ Other: \_\_\_\_\_

**Court Hearing or Event**

5. Date: \_\_\_\_\_ Time: \_\_\_\_\_ Department: \_\_\_\_\_  
☐ Family Law ☐ Civil ☐ Small Claims ☐ Probate ☐ Unlawful Detainer

☐ I agree that if an interpreter is no longer needed, I will immediately notify the interpreters' office. I understand that pursuant to Local Rule 20.04, if I do not provide at least 24 hours' notice of cancellation, I may be ordered to reimburse the Court for the interpreter's costs and fees.

**Name of Person Making this Request**

6. \_\_\_\_\_  

(First Name)
(Last Name)

Date: \_\_\_\_\_