

SUPERIOR COURT OF CALIFORNIA, COUNTY OF VENTURA ☐ 800 SOUTH VICTORIA AVE., VENTURA, CA 93009 ☐ 3855 – F ALAMO ST., SIMI VALLEY, CA 93063-2210 ☐ 4353 VINEYARD AVE., OXNARD, CA 93036 INTERPRETING SERVICES, 805-289-8799 VCSCInterpreting@ventura.courts.ca.gov	FOR COURT USE ONLY
REQUEST FOR INTERPRETER	CASE NUMBER:

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

- Name(s): _____
- Phone number: _____
- E-mail: _____
- Language needed: ☐ Spanish ☐ Mixteco ☐ ASL (American Sign Language) ☐ Mandarin
☐ Other: _____

Court Hearing or Event

- 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 24-48 hours' notice of cancellation, ~~I may be ordered to reimburse the Court for the interpreter's costs and fees~~ the court may set an Order to Show Cause hearing re: why monetary sanctions should not be imposed for the failure to adhere to the rule.

Name of Person Making this Request

- _____

(First Name)
(Last Name)

Date: _____

TRIBUNAL SUPERIOR DE CALIFORNIA, CONDADO DE VENTURA ☐ 800 SOUTH VICTORIA AVE., VENTURA, CA 93009 ☐ 3855 – F ALAMO ST., SIMI VALLEY, CA 93063-2210 ☐ 4353 VINEYARD AVE., OXNARD, CA 93036 OFICINA DE INTÉRPRETES, 805-289-8799 VCSCInterpreting@ventura.courts.ca.gov	SÓLO PARA EL TRIBUNAL
SOLICITUD PARA INTÉRPRETE	NÚMERO DE CAUSA:

Llene este formulario y preséntelo por lo menos dos (2) días hábiles antes de la audiencia para español ~~y mixteco~~, y diez (10) días hábiles antes de la audiencia para los demás idiomas (incluyendo Lenguaje de Señas Americano)

Devuelva este formulario al empleado en una de las siguientes oficinas lo antes posible:
Asuntos en lo Civil y Reclamos Menores/Juicios de Desalojo – Oficina 210, Tribunal de Ventura
Derecho en lo Familiar – Oficina 208, Tribunal de Ventura
Tribunal de Menores/Sucesiones – Oficina 122, Tribunal (de Menores) de Oxnard

Se dará prioridad a las solicitudes según el artículo 756 del Código de Evidencias.

Información de la(s) persona(s) que necesita(n) intérprete:

1. Nombre(s): _____

2. Número de teléfono: _____

3. Dirección de correo electrónico: _____

4. Idioma: ☐ Español ☐ Mixteco ☐ Mandarín ☐ Lenguaje a Señas Norteamericano

☐ Otro: _____

Audiencia o Evento en el Tribunal

5. Fecha: _____ Hora: _____ Sala: _____

☐ Familia ☐ Civil ☐ Reclamos Menores ☐ Sucesiones ☐ Juicios de Desalojo

☐ Acepto que, si ya no se necesita un intérprete, notificaré de inmediato a la oficina de intérpretes. Entiendo que, de conformidad con la Norma Local 20.04, si no notifico la cancelación con al menos **24-48** horas de antelación, el tribunal puede dictar una orden para una audiencia de justificación, en la cual la parte tendrá que indicar por qué no se deben imponer sanciones monetarias por el incumplimiento de la reglase me podría ordenar el reembolso al Tribunal de los costos y honorarios del intérprete.

Nombre de la persona que hace esta solicitud.

6. _____

(Nombre)

(Apellido)

Fecha: _____

~~Formulario Obligatorio~~Optional Form
VN250SP (Rev. ~~07/25~~01/26)

SOLICITUD PARA INTÉRPRETE

Optional Form
VN250, (New 01/16)

REQUEST FOR INTERPRETER

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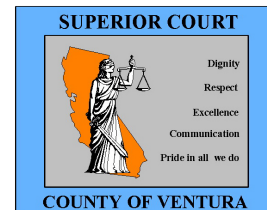
PROPOSED REVISED

County of Ventura

Records Department: 805-289-8668 Website: www.ventura.courts.ca.gov

Telephone hours: Monday – Friday 8:30 a.m.-11:30 a.m. & 1:30 p.m.- 4:00 p.m.

Email: RecordsCorrespondence@ventura.courts.ca.gov



VN266

RECORDS REQUEST FORM

Name: _____ Agency (if applicable): _____

Mailing Address: _____

Email: Phone Number:

2.REQUEST INFORMATION ☐ Criminal ☐ Civil ☐ Family Law ☐ Small Claims

[illegible]

*For Criminal Case File Only

3.DOCUMENT REQUESTED ☐ Certified ☐ Not Certified

☐ Charging documents: Complaint/Information/Citation ☐ Disposition: Conviction/plea/waiver ☐ Sentencing Order ☐ Entire File

☐ Minute Order dated: _____ ☐ Judgment/Dissolution ☐ Custody/Support Order ☐ Other: _____

☐ Audio Recording - Date: _____ Dept: _____

4.DELIVERY ☐ Call when available ☐ View Only ☐ Mail (must provide self-addressed stamped envelope) ☐ Email (Not Certified only)

COURT USE ONLY

- ☐ Search \$15 ☐ Certification \$40
- ☐ Authentication \$15 ☐ Exemplification \$50
- ☐ Copy Fee: \$0.50 x _____ pages = \$ _____
- ☐ Audio Recording \$11 ☐ Certification of Judgment of Dissolution of Marriage \$15

Total Balance Due: _____

Records search requests will not be processed over the telephone. Search requests must be submitted in person, via email or in writing. Ventura Superior Court Records Department is available for in person requests by appointment only. You may schedule an appointment at <https://calendly.com/vscreservations>. If sending a request via mail, include a self-addressed stamped envelope. Payments must be received in full before requests will be processed. Search requests are usually completed within 5 to 7 business day (excluding holidays). Contact the Juvenile Courthouse at 805-289-8820 for Adoption, Juvenile, Probate, Conservatorship and Guardianship records requests. Do not use this form.

Mail requests to:

Ventura County Superior Court
Attn: Records Department, Room #218
800 S. Victoria Ave
Ventura, CA 93009

Email requests to: RecordsCorrespondence@ventura.courts.ca.gov

If paying by check, make payable to "Ventura County Superior Court".