

Los Angeles
 San Francisco
 Santa Ana
 San Diego
 Sacramento
 Riverside
 Portland



New York
 Las Vegas
 Phoenix
 Tucson
 Oakland
 San Jose
 El Centro

Recommended filing cut-off times for all California Courts

All court cutoff times are for PDF/FAX filings. Please call to get an accurate cutoff time for Pickups.

Alameda County

Nationwide Legal San Francisco Office | Phone : (415)351-0400 | Email : sfcourt@nationwideasap.com

State Courts	Clerk's Office Closes	Drop Box	Suggested Cut Off
Alameda-George E McDonald, Shoreline, Family Law	2:30 PM	2:30 - 4:00 PM	1:30 PM
Berkeley-Probate	2:30 PM	2:30 - 4:00 PM	1:30 PM
Oakland-Rene C. Davidson , Civil	2:30 PM	2:30 - 4:00 PM	1:30 PM
Oakland-Wiley W. Manual	2:30 PM	2:30 - 4:00 PM	1:30 PM
Hayward-Civil	2:30 PM	2:30 - 4:00 PM	1:30 PM
Pleasanton	2:30 PM	2:30 - 4:00 PM	1:30 PM
San Leandro-Juvenile	2:30 PM	2:30 - 4:00 PM	1:30 PM
Federal Courts	Clerk's Office Closes		Suggested Cut Off
Northern District Court-Oakland	4:00 PM		3:00 PM
Northern Bankruptcy Court-Oakland	4:00 PM		3:00 PM

1. Oak Street only houses departments. All Filings are handled through RCD on Fallon street.

Amador County

Nationwide Legal Sacramento Office | Phone : (916) 443-4400 | Email : saccourt@nationwideasap.com

State Courts	Clerk's Office Closes		Suggested Cut Off
Jackson ** NOON CLOSURE ON FRIDAY**	2:30 PM	2:30-5:00 PM	12:00 AM/9:00 AM

Contra Costa County

Nationwide Legal San Francisco Office | Phone : (415)351-0400 | Email : sfcourt@nationwideasap.com

State Courts	Clerk's Office Closes	Drop Box	Suggested Cut Off
Martinez-Civil Limited & Unlimited	3:00 PM	3:00-5:00 PM	1:30 PM
Concord		** Closed **	
Pittsburg	3:00 PM	3:00-5:00 PM	1:00 PM
Richmond	3:00 PM	3:00-5:00 PM	1:00 PM
Walnut Creek		** Closed **	

Drop boxed documents can take between two to three days to process.

El Dorado County

Nationwide Legal Sacramento Office | Phone : (916) 443-4400 | Email : saccourt@nationwideasap.com

State Courts	Clerk's Office Closes	Drop Box	Suggested Cut Off
Cameron Park	3:00 PM	3:00 PM-4:00 PM	1:30 PM
South Lake Tahoe	3:00 PM	No Drop Box	12:00 PM

Los Angeles County

Nationwide Legal Los Angeles Office | Phone : (213)249-9999 | Email : legal@nationwideasap.com

State Courts	Clerk's Office Closes	Suggested Cut Off
Airport Court	4:30 PM	2:30 PM
Alhambra-Northeast	4:30 PM	3:00 PM
Archives-Los Angeles	4:30 PM	3:30 PM
Bellflower-Southeast Limited, Los Cerritos	4:30 PM	2:30 PM
Beverly Hills-West Limited	4:30 PM	2:30 PM
Burbank-North Central	4:30 PM	2:30 PM
Catalina-Traffic Only *	4:30 PM	1:30 PM
Central Arraignment Courts	4:30 PM	2:30 PM
Central: Stanley Mosk-Limited	4:30 PM	3:30 PM
Central: Stanley Mosk-Unlimited	4:30 PM	3:30 PM
Central Civic West-CCW	4:30 PM	3:30 PM
Chatsworth-North Valley	4:30 PM	2:45PM
Compton-South Central	4:30 PM	3:00 PM
David V. Kenyon Juvenile Justice Center	4:30 PM	2:30 PM
Downey-South East Limited	4:30 PM	3:00 PM
Downey Juvenile Justice	4:30 PM	3:00 PM
East Los Angeles-Limited	4:30 PM	3:00 PM
El Monte East-Limited	4:30 PM	3:00 PM
Glendale-North Central	4:30 PM	3:00 PM
Hollywood	4:30 PM	3:00 PM
Huntington Park-South East Limited	4:30 PM	3:00 PM
Inglewood-South West Limited	4:30 PM	3:00 PM
Inglewood Juvenile Justice	4:30 PM	3:00 PM
Lancaster-North District *	4:30 PM	2:30 PM
Lancaster Juvenile Justice *	4:30 PM	2:30 PM
Long Beach-South District	4:30 PM	2:30 PM
Malibu-West Limited	4:30 PM	2:30 PM
Mental Health-North San Fernando	4:30 PM	2:30 PM
Metropolitan Courthouse-Traffic	4:30 PM	3:30 PM
Monterey Park-Edmund D Edelman Children's Court	4:30 PM	3:00 PM
Norwalk-South East	4:30 PM	3:00 PM
Pasadena-North East	4:30 PM	3:00 PM
Pomona-North	4:30 PM	2:00 PM
Pomona-South	4:30 PM	2:00 PM
San Fernando-North Valley	4:30 PM	2:30 PM
San Pedro-South Limited	4:30 PM	3:00 PM
San Pedro Courthouse Annex	4:30 PM	3:00 PM
Santa Clarita	4:30 PM	2:00 PM
Santa Monica-West District	4:30 PM	3:00 PM
Sylmar-Juvenile Delinquency	4:30 PM	2:00 PM
Torrance-South West District	4:30 PM	3:00 PM
Van Nuys-East	4:30 PM	3:00 PM
Van Nuys-West	4:30 PM	3:00 PM
West Covina-Limited	4:30 PM	3:00 PM
West Los Angeles-West Limited	4:30 PM	3:00 PM
Whittier-South East Limited	4:30 PM	3:00 PM
Woodland Hills-Central Bankruptcy Court	4:00 PM	2:00 PM

Los Angeles County - Continued

Federal Courts	Clerk's Office Closes	Suggested Cut Off
Central District Court-Los Angeles	4:00 PM	3:00 PM
Central District Court-Roybal Center	4:00 PM	3:00 PM
Central Bankruptcy Court-Los Angeles	4:00 PM	3:00 PM

1. Departments have a normal closing time of 4:30 PM, however, they may close early without warning.
2. While there are no drop boxes for Los Angeles County Courts on occasion the Court Clerk may ask for documents to be "Dropped." Dropped documents are processed with the date they were dropped.

Marin County

Nationwide Legal San Francisco Office | Phone : (415)351-0400 | Email : sfcourt@nationwideasap.com

State Courts	Clerk's Office Closes	Suggested Cut Off
San Rafael	4:00 PM	No Drop Box 2:00 PM

Nevada County

Nationwide Legal Sacramento Office | Phone : (916) 443-4400 | Email : saccourt@nationwideasap.com

State Courts	Clerk's Office Closes	Suggested Cut Off
Nevada City	4:00 PM	1:30 PM

Monterey County

Contact your Local Nationwide Legal Office

State Courts	Clerk's Office Closes	Suggested Cut Off
Salinas (Criminal Only)	2:00 PM	12:30 PM

Napa County

Contact your Local Nationwide Legal Office

State Courts	Clerk's Office Closes	Drop Box	Suggested Cut Off
Main Courthouse	4:00 PM *	4:00 - 5:00 PM	1:00 PM *
Criminal Courthouse	4:00 PM *		1:00 PM *

* Clerks office has restricted hours on Fridays. Monday through Thursday the clerks office closes at 4:00 PM. **Fridays the clerk's office closes at 2:00 PM, on Fridays the suggested cutoff time is 12:00 PM.**

Drop box hours are the same throughout the week. Drop boxed documents are processed and file stamped on the next business day.

Orange County

Nationwide Legal Santa Ana Office | Phone : (714) 558-2400 | Email : occourt@nationwideasap.com

State Courts	Clerk's Office Closes		Suggested Cut Off
Central Justice Center	4:00 PM		3:00 PM
Civil Complex Center	4:00 PM		3:00 PM
Harbor Justice Center-Laguna Hills	4:00 PM		3:00 PM
Harbor Justice Center-Newport Beach	4:00 PM		3:00 PM
Lamoreaux	4:00 PM		3:00 PM
North Justice Center	4:00 PM		3:00 PM
West Justice Center	4:00 PM		3:00 PM
Federal Courts	Clerk's Office Closes		Suggested Cut Off
Central District Court-Santa Ana	4:00 PM		3:00 PM
Central Bankruptcy Court-Santa Ana	4:00 PM		3:00 PM

1. All Orange County State Courts are now e-File only, However, Family and Probate courts will still accept manual filings.
2. Nationwide Legal will e-file for you, simply email your documents to weefile@nationwideasap.com

Placer County

Nationwide Legal Sacramento Office | Phone : (916) 443-4400 | Email : saccourt@nationwideasap.com

State Courts	Clerk's Office Closes		Suggested Cut Off
Roseville	3:00 PM	3:00 PM-4:00 PM	1:30 PM

Riverside County

Nationwide Legal Riverside Office | Phone : (951) 275-0071 | Email : rscourt@nationwideasap.com

State Courts	Clerk's Office Closes		Suggested Cut Off
Banning	4:00 PM		1:30 PM
Blythe	4:00 PM		1:30 PM
Corona*	5:00 PM <i>Fridays Only</i>		**
Hemet	4:00 PM		1:30PM
Indio-Annex Court	4:00 PM		1:30 PM
Indio-Juvenile Court	4:00 PM		1:30 PM
Indio-Larson JC	4:00 PM		1:30 PM
Moreno Valley	4:00 PM		2:30PM*
Murrieta Southwest Justice Center	4:00 PM		1:30 PM
Palm Springs Court	4:00 PM		1:30 PM
Riverside-Family Court	4:00 PM		2:30 PM
Riverside Hall of Justice	4:00 PM		2:30 PM
Riverside Historic Courthouse	4:00 PM		2:30 PM
Riverside-Juvenile Court	4:00 PM		1:30 PM
Temecula Court	4:00 PM		1:30 PM
Federal Courts	Clerk's Office Closes		Suggested Cut Off
Central District Court-Riverside	4:00 PM		3:00 PM
Central Bankruptcy Court-Riverside	4:00 PM		3:00 PM

* The Corona Courthouse does not have a filing window and is open for hearings only.

1. Drop boxed documents may take between one to two weeks to process.

Sacramento County

Nationwide Legal Sacramento Office | Phone : (916) 443-4400 | Email : saccourt@nationwideasap.com

State Courts	Clerk's Office Closes	Suggested Cut Off
Sacramento-Gordon D Shaber, Civil and Criminal	4:00 PM	3:00 PM
WRR Family Relations-Probate, Juvenile, Family Law	4:00 PM	1:30 PM
Carol Miller Justice Center-SC, Traffic, UD	4:00 PM	2:30 PM
Sacramento County Recorders	3:00 PM	1:30 PM
Sacramento County Recorders - Research	4:00 PM	2:00 PM

Federal Courts	Clerk's Office Closes	Suggested Cut Off
Eastern District Court-Sacramento	4:00 PM	3:00 PM

1. Sacramento Superior has reduced the amount of documents they will process over the counter. For a full list of accepted documents please visit: <http://www.saccourt.ca.gov/civil/docs/pn-amended-civil-front-counter-services.pdf>. If the document you are submitting is not on this list we will be required to clock and drop them in the clerk's intake box. Documents are take approximately six to eight weeks to process.

2. Documents dropped in the drop box prior to 5:00 PM will be file stamped the date of submission.

San Diego County

Nationwide Legal San Diego Office | Phone : (619) 232-7500 | Email : sdcourt@nationwideasap.com

State Courts	Clerk's Office Closes	Suggested Cut Off
Central Courthouse	3:30 PM*	2:30 PM*
Hall of Justice	3:30 PM*	2:30 PM*
Family Law	3:30 PM*	2:30 PM*
Madge Bradley Courthouse	3:30 PM*	2:30PM*
Kearney Mesa	3:30 PM*	1:30 PM*
Juvenile Court	3:30 PM*	1:30 PM*
East County **	3:30 PM*	1:30 PM*
North County	3:30 PM*	1:30PM*
South County **	3:30 PM*	1:30 PM*

Federal Courts	Clerk's Office Closes	Suggested Cut Off
Southern District Court-San Diego (E-File)	4:30 PM	2:30PM*
Southern Bankruptcy Court-San Diego	4:00 PM	2:30PM*

* All San Diego County State Courts close at 12:00 PM on Fridays. On Fridays our recommended cutoff is 10:00 AM

** The Civil Office for the East and South County courts are closed. These courts now only handled Family Law

The San Diego District court only accepts courtesy copies. All Filings must be e-Filed.

San Francisco County

Nationwide Legal San Francisco Office | Phone : (415)351-0400 | Email : sfcourt@nationwideasap.com

State Courts	Clerk's Office Closes	Drop Box	Suggested Cut Off
Civic Center	4:00 PM	No Drop Box	2:30 PM
Hall of Justice	4:00 PM		2:30 PM
Polk Street Annex	4:00 PM		2:30 PM
Youth Guidance Center	4:00 PM		2:30 PM

Federal Courts	Clerk's Office Closes	Suggested Cut Off
Northern District Court-San Francisco *	4:00 PM	3:00 PM
Northern Bankruptcy Court-San Francisco **	4:30 PM	2:30 PM

San Joaquin County			
Contact your Local Nationwide Legal Office			
State Courts	Clerk's Office Closes		Suggested Cut Off
Juvenile Justice Center	4:00 PM		2:30 PM
Lodi	4:00 PM		2:30 PM
Manteca	4:00 PM		2:30 PM
Stockton	4:00 PM		2:30 PM
Stockton-Family Law	4:00 PM		2:30 PM
Tracy	**Closed**		
Drop boxed documents may take between two to three days to process.			

San Mateo County			
Nationwide Legal San Francisco Office Phone : (415)351-0400 Email : sfcourt@nationwideasap.com			
State Courts	Clerk's Office Closes	Drop Box	Suggested Cut Off
Redwood City-Hall of Justice	2:00 PM *	2:00 - 4:00 PM	12:30 PM *
Consolidated Traffic Annex	3:30 PM		1:30 PM
Juvenile Court	3:30 PM		1:30 PM

Santa Clara County			
Nationwide Legal San Francisco Office Phone : (415)351-0400 Email : sfcourt@nationwideasap.com			
State Courts	Clerk's Office Closes	Drop Box	Suggested Cut Off
Downtown Superior Court-NOON CLOSURE FRIDAYS	3:00PM/12:00PM	3:00-5:00 PM	2:00 PM*/11 AM
Old Courthouse	3:00PM/12:00PM	3:00-5:00 PM	2:00 PM*/11 AM
Family Court	3:00PM/12:00PM	3:00-5:00 PM	2:00 PM*/11 AM
Hall of Justice	3:00PM/12:00PM	3:00-5:00 PM	2:00 PM*/11 AM
Juvenile Justice	3:00PM/12:00PM	3:00-5:00 PM	2:00 PM*/11 AM
South County Courthouse	3:00PM/12:00PM	3:00-5:00 PM	2:00 PM*/11 AM
Santa Clara -Traffic	4:00 PM		2:00 PM*
Sunnyvale	4:00 PM		1:00 PM*
Palo Alto	3:00 PM	3:00 - 5:00 PM	1:00 PM*
Federal Courts	Clerk's Office Closes	Drop Box	Suggested Cut Off
Northern District Court-San Jose	4:00 PM	2:00 - 5:00 PM	3:00 PM
Northern Bankruptcy Court-San Jose	4:00 PM	2:00 - 5:00 PM	3:00 PM
* Clerks office has restricted hours on Fridays. Monday through Thursday the clerks office closes at 3:00 PM. Fridays the clerk's office closes at 12:00 PM, on Fridays the suggested cutoff time is 11:00 AM.			
Drop box hours are the same throughout the week. Drop boxed documents are processed and file stamped on the next business day.			

Santa Cruz County			
Contact your Local Nationwide Legal Office			
State Courts	Clerk's Office Closes		Suggested Cut Off
Santa Cruz	3:00 PM*		1:00 PM
Watsonville	3:00 PM*		1:00 PM

Solano County

Nationwide Legal San Francisco Office | Phone : (415)351-0400 | Email : sfcourt@nationwideasap.com

State Courts	Clerk's Office Closes	Drop Box	Suggested Cut Off
Fairfield-Hall of Justice	3:00 PM*	3:00 - 5:00 pm	1:30 PM
Fairfield-Law and Justice Center	3:00 PM*	3:00 - 5:00 pm	1:30 PM

Drop boxed documents take one to two business days to process.

Sonoma County

Nationwide Legal San Francisco Office | Phone : (415)351-0400 | Email : sfcourt@nationwideasap.com

State Courts	Clerk's Office Closes	Drop Box	Suggested Cut Off
Santa Rosa-Hall of Justice	3:30 PM		12:30 PM
Civil and Family Law	3:30 PM		12:30 PM
Empire College Annex	5:00 PM*		12:30 PM
Juvenile Justice Center	3:30 PM*		12:30 PM

Federal Courts	Clerk's Office Closes	Suggested Cut Off
Northern Bankruptcy Court-Santa Rosa	3:30 PM	12:30 PM

* Both the Empire and Juvenile locations close for lunch between 12:00 and 1:00 PM.

1. Sonoma county only processes documents with an upcoming hearing date over the counter. All other documents must be drop boxed. Drop boxed items take between 15 days to 1 month to be processed.

Stanislaus County

Contact your Local Nationwide Legal Office

State Courts	Clerk's Office Closes	Suggested Cut Off
Modesto	3:00 PM	1:30 PM
City Towers-Civil, Small Claims, and Probate	3:00 PM	1:30 PM
IV-D	3:00PM *	1:30 PM
Juvenile Court	3:00 PM	1:30 PM
Family Law	3:00 PM	1:30 PM
Ceres	3:00 PM	1:30 PM

Federal Courts	Clerk's Office Closes	Suggested Cut Off
Eastern Bankruptcy Court-Modesto		

Drop boxed documents may take up to a week to be processed.

Sutter County

Nationwide Legal Sacramento Office | Phone : (916) 443-4400 | Email : saccourt@nationwideasap.com

State Courts	Clerk's Office Closes	Drop Box	Suggested Cut Off
Yuba City	4:30 PM	No Drop Box	1:30 PM

Yolo County

Nationwide Legal Sacramento Office | Phone : (916) 443-4400 | Email : saccourt@nationwideasap.com

State Courts	Clerk's Office Closes	Drop Box	Suggested Cut Off
Woodland	3:00 PM	3:00 PM-4:00 PM	1:30 PM

1. If the documents are not at the window by 3:00 PM all documents must be drop boxed.

2. Drop boxed documents may take up to a week to process.

Yuba County

Nationwide Legal Sacramento Office | Phone : (916) 443-4400 | Email : saccourt@nationwideasap.com

State Courts	Clerk's Office Closes	Suggested Cut Off
Marysville	4:30 PM	1:30 PM
Richard Shoenig Annex	4:30 PM	1:30 PM

Federal Court e-Filing regulations

Currently all Federal Courts require a courtesy copy delivery of filed documents by noon (12:00pm) the next business day.

*All court cutoff times are for PDF/FAX filings.
Please call to get an accurate cutoff time for Pickups.*

NATIONWIDE LEGAL, LLC

213.249.9999 | legal@nationwideasap.com