



**AMANDA TOSTE**  
Court Executive Officer

## Superior Court of California, County of Merced

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FOR IMMEDIATE RELEASE: May 2, 2022

### Merced Superior Court Modifies Operations

On March 17, 2020, the Merced Superior Court (Court) announced its plan to mitigate the spread of the COVID-19, which included a number of court operational changes. Court administration has been carefully monitoring the advice of public, state and federal health officials regarding the COVID-19 pandemic. The goal of the Merced Superior Court during this unprecedented situation is to protect the safety, health and welfare of court customers, jurors and staff.

Effective May 2, 2022, the Court is modifying current operations. Below is a summary of Clerk's Office hours and court operations.

#### **Courthouse Entry**

1. Face coverings may be worn on a voluntary basis.
2. Do not come to the court if in the last 10 days you have tested positive for COVID-19 and are under quarantine, are awaiting test results due to an exposure to or symptoms of COVID-19 or are experiencing symptoms of COVID-19. If you are represented by an attorney, please contact your attorney prior to coming to court to determine whether you need to appear in person. In most instances, your attorney can appear for you. If you do not have an attorney, you may contact the Clerk's Office.
3. Remote appearances are encouraged to the extent possible and may be required in some proceedings. See the "Remote Appearances" tab at [www.merced.courts.ca.gov](http://www.merced.courts.ca.gov) for more information.

#### **Clerk's Office Hours and Contact Information**

All Clerk's Offices are open for all filings Monday through Friday. Telephones will be answered during the office hours as noted below. Additional information can be found at [www.merced.courts.ca.gov](http://www.merced.courts.ca.gov).

7:30 am to 3:00 pm

Merced Traffic – (209) 725-4107

Collections within Traffic – (209) 725-4220

7:45 am to 3:00 pm

Merced Criminal – (209) 725-4113

Los Banos – (209) 725-4124

8:00 am to 3:00 pm

Civil/Probate and Juvenile Dependency – (209) 725-4111

Family Law – (209) 725-4117

Juvenile Delinquency – (209) 725-4119

Merced Collections – (209) 725-4220

8:00 am to 5:00 pm

Administration – (209) 725-4101

Human Resources – (209) 725-4103

Jury Services – (209) 725-4121

Drop Box Locations

Payments and court documents may be deposited before 4:00 pm at the following locations:

- Merced courthouse, near the set of double doors on the southwest corner of 627 West 21<sup>st</sup> Street
- Merced courthouse, outside the front doors at 2260 “N” Street
- Merced Traffic, outside the front doors at 720 West 20<sup>th</sup> Street
- Los Banos, 1159 “G” Street, in the parking lot

Court Operations

**Civil Operations (including Juvenile Dependency) – (209) 725-4111**

- Clerk’s Office hours: 8:00 am – 3:00 pm Monday - Friday
- Courtroom 8 – Unlimited Civil calendars will resume in Courtroom 8. Remote appearances are encouraged and may be required in some proceedings. See the “Remote Appearances Tab” on the website [www.merced.courts.ca.gov](http://www.merced.courts.ca.gov) for more information.
- Courtroom 9 – Limited Civil and Small Claims hearings will continue as scheduled. Remote appearances are encouraged and may be required in some proceedings. See the “Remote Appearances Tab” on the website [www.merced.courts.ca.gov](http://www.merced.courts.ca.gov) for more information.
- Courtroom 10 - Juvenile Dependency and Probate hearings will continue as scheduled in Courtroom 10. Remote appearances are encouraged and may be required in some proceedings. See the “Remote Appearances Tab” on the website [www.merced.courts.ca.gov](http://www.merced.courts.ca.gov) for more information.

**Criminal Operations – (209) 725-4113**

- Clerk’s Office hours: 7:45 am – 3:00 pm Monday – Friday
- Courtrooms 1, 2, 3 and 6 –Felony/Specialty Criminal calendars will continue as scheduled.

- Courtrooms 4 and 5 – Misdemeanor calendars will continue as scheduled.
- Remote appearances are permitted as allowed by the judicial officer and Emergency Rule of Court Rule #3.

**Family Law Operations – (209) 725-4117**

- Clerk’s Office hours: 8:00 am – 3:00 pm Monday - Friday
- Courtroom 4 – DCSS and DV calendars will continue to be heard as scheduled. Remote appearances are encouraged and may be required in some proceedings. See the “Remote Appearances Tab” on the website [www.merced.courts.ca.gov](http://www.merced.courts.ca.gov) for more information.
- Courtroom 7 – Family Law calendars will be heard in-person unless the party and/or their attorney notify the Court of their intention to appear remotely. See the “Remote Appearances Tab” on the website [www.merced.courts.ca.gov](http://www.merced.courts.ca.gov) for more information.
- Family Court Services - Child Custody Recommending Counseling will remain remote unless otherwise scheduled.

**Juvenile Delinquency Operations – (209) 725-4119**

- Clerk’s Office hours: 8:00 am – 3:00 pm Monday - Friday
- Courtroom 11 – Juvenile Delinquency calendars remain as scheduled.. Remote appearances are encouraged and may be required in some proceedings. See the “Remote Appearances Tab” on the website [www.merced.courts.ca.gov](http://www.merced.courts.ca.gov) for more information.

**Los Banos Courthouse Operations – (209) 725-4124**

- Clerk’s Office hours: 7:45 am – 3:00 pm Monday - Friday
- Courtroom 12 - Remote appearances are encouraged and may be required in some proceedings. See the “Remote Appearances Tab” on the website [www.merced.courts.ca.gov](http://www.merced.courts.ca.gov) for more information. A limited number of individuals who appear at the courthouse may be permitted to use the courthouse terminals to participate in remote hearings.
- Courtroom 13 Family Law matters (every 2<sup>nd</sup> and 4<sup>th</sup> Tuesday). Family Law calendars will be heard in-person unless the party and/or their attorney notify the Court of their intention to appear remotely. See the “Remote Appearances Tab” at [www.merced.courts.ca.gov](http://www.merced.courts.ca.gov) for more information.

**Merced Collections – (209) 725-4220**

- Clerk’s Office hours: 8:00 am – 3:00 pm Monday – Friday. Exception: Collections located in Traffic is open from 7:30 am to 3:00 pm Monday – Friday
- Online payments can be made on the Court’s website at [www.merced.courts.ca.gov](http://www.merced.courts.ca.gov)

**Traffic Operations** – Merced: (209) 725-4107

- Clerk’s Office hours: 7:30 am – 3:00 pm Monday - Friday
- Telephone hours: 7:30 am – 3:00 pm, Monday - Friday
- Courtroom 9 - Hearings will continue as scheduled. Individuals may contact the Clerk’s Office to schedule arraignment hearings and provide contact information for telephonic appearances.
- Online payments can be made on the Court’s website at [www.merced.courts.ca.gov](http://www.merced.courts.ca.gov)

**Jury Service** – (209) 725-4121

- Hours of operation: 8:00 am to 5:00 pm
- Jury service will continue. Be assured that we are working with the County Health Department to ensure your safety. The court has installed hand sanitizing stations throughout the facilities. Additional precautionary measures include batching smaller reporting groups and staggering the reporting times to allow for entry screening.

**Self Help Center – Remote Services Available**

- Center is closed for walk-in services
- Service is available via telephone Monday - Friday: 8:00 am – 12:00 pm at (209) 725-4168
- Telephone appointments are available Monday - Friday: 8:00 am – 3:00 pm
- Email assistance is available at [selfhelp@mercedcourt.org](mailto:selfhelp@mercedcourt.org) or [smallclaims.advisor@mercedcourt.org](mailto:smallclaims.advisor@mercedcourt.org)

The Court remains committed to serving the people of Merced County and while the above measures may result in inconvenience, the Court’s overriding responsibility is to the health and safety of jurors, litigants, courthouse visitors, attorneys, justice partners and court staff. We appreciate the patience and understanding of the public and our justice partners during these challenging times.

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