

CONTRA COSTA COUNTY FAMILY LAW FACILITATOR SCHEDULE



HOLIDAY SCHEDULE

In Effect Five Weeks Per Year:

First Week of July ♦ First Week of August ♦ Thanksgiving Week

Week including Christmas ♦ Week including New Year's Eve/Day

We appreciate your patience as we operate with a reduced staff during these weeks.

MARTINEZ – Holiday Week Services at 751 Pine Street, Martinez

Topic	Schedule	Location	Description
Brief Information and Referrals	Wednesday & Friday 8am – 12 pm Monday – Friday 12:30 pm - 3 pm	Reception Desk	- 3 minute time limit per customer
Help Desk (Review certain court papers, spousal support, determine next steps, other family law issues)	Monday – Friday 8 am – 11:30 am 12:30 pm - 3 pm	Help Desk	- Bring copies of all your court papers, including any existing orders - Includes assistance with Department of Child Support Services (DCSS) cases

PITTSBURG – Holiday Week Services at 1000 Center Drive, Pittsburg

General Family Law	Mondays ONLY 8am - 3:30 pm	Room 1045 (former Law Library)	- Closed for lunch noon to 1:00 pm - Bring copies of your court papers, including any existing orders
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RICHMOND – Holiday Week Services at 100 37th Street, Richmond

General Family Law	Mondays ONLY 8am - 3:30 pm	Room 201	- Closed for lunch noon to 1:00 pm - Bring copies of your court papers, including any existing orders
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- You cannot use these services if you are represented by an attorney.
- This is not a confidential service. The Family Law Facilitator's Office is not your lawyer and often works with both sides of a case.
- No children and no cell phone use at workshops please
- All services are first come, first serve

♦ Family Law filing windows are open Mon. – Fri. 8 am – 3 pm at 751 Pine St., Martinez♦

♦ Court Records is open Mon. – Fri. 8 am – 3 pm at 1111 Ward St., Martinez
if you need a copy of court orders or other documents in your case♦