# Roadmap to Pandemic Operations Fontana Courthouse



## **Public Hours**

The Fontana Clerk's Offices are open Monday through Friday, from 8:00 a.m. to 12:00 p.m. (lobby & phones).

Face coverings and social distancing required at all times.

# Outside Walk-up Windows & Alternatives



Walk-up windows are available for requesting court trials, submitting proofs of correction, enrollment and completion, and other court business. Ex parte and cash payments are handled by the clerk's office.

All other filings, requests for documents and non-cash payments must be requested by drop box, mailed or phone until further notice.

Make an appointment, traffic payment or request an extension visit: www.sb-court.org



### **Restricted Access**

Access to the courthouse is restricted to law enforcement agencies dropping off traffic citations or appearing on a case, courier services for processing citations, parties, parties wishes to file emergency orders, cash payments, appointments, attorneys, witnesses who have been subpoenaed, media with prior approval, and other authorized persons, as determined by statute or judicial order.

### **Courtroom Calendars**

All traffic matters have resumed at a minimum, and staggered, based on courtroom capacity and social distancing. All small claims proceeding have been suspended from 1/4/21-1/29/21.

# **Contact Numbers**



Clerk's Office (909) 350-9322

Self-help: Online services are available https://dash.sb-court.org/en-US/

Some in-person services are available and vary. For times, dates and locations visit www.sb-court.org/self-help

Credit Card Payments (909) 387-1470 (Call Center Hours 8am - 2pm)