



AMANDA TOSTE
Court Executive Officer

Superior Court of California, County of Merced

UPDATED NOTICE RE: CLERK'S OFFICE HOURS

Effective January 4, 2021, the Merced Superior Court Clerk's Office Hours are Updated as Follows:

Administration – 627 West 21st Street, Merced, CA 95340

- Office will be closed with the exception of deliveries

Civil/Probate and Juvenile Dependency Divisions – 627 West 21st Street, Merced, CA 95340

- Clerk's Office will be open from 8:00 am - 3:00 pm to address essential functions only (restraining orders, ex parte matters, emergency petitions, etc.) on Mondays - Thursdays and from 8:00 am – 12:00 pm on Fridays

Criminal Division (Merced) – 2260 "N" Street, Merced, CA 95340

- Clerk's Office will be open from 8:00 am – 3:00 pm to address essential functions only (criminal protective orders) on Mondays - Thursdays and from 8:00 am – 12:00 pm on Fridays

Family Court Services

- Mediations will continue to be conducted remotely until further notice

Family Law Division – 2260 "N" Street, Merced, CA 95340

- Clerk's Office will be open from 8:00 am – 3:00 pm for essential functions only (restraining orders, emergency petitions, protective orders, and emergency ex parte matters) on Mondays - Thursdays and from 8:00 am – 12:00 pm on Fridays

Human Resources – 627 West 21st Street, Merced, CA 95340

- Office will be closed

Jury Office -- 2260 "N" Street, Merced, CA 95340

- Clerk's Office hours: 8:00 am to 5:00 pm

Juvenile Delinquency – 2840 West Sandy Mush Road, Merced, CA 95341

- Clerk's Office hours: Office is closed to the public. Electronic filings only.

Los Banos Division – 1159 “G” Street, Los Banos, CA 93635

- Clerk’s Office interior counters will continue to be closed to the public. Walk-up windows hours are: 8:00 am - 3:00 pm for essential functions only (restraining orders, emergency petitions, protective orders, and emergency ex parte matters) on Mondays - Thursdays and from 8:00 am – 12:00 pm on Fridays
- Online payments can be made on the Court’s website at www.mercedcourt.org or via the drop-box located in the parking lot

Merced Collections

- Clerk’s Office hours: Offices are closed to the public
- Online payments can be made on the Court’s website at www.mercedcourt.org or by calling (209) 725-4220 for assistance

Merced Traffic Division – 720 West 20th Street, Merced, CA 95340

- Clerk’s Office hours: Offices are closed to the public
- Telephone hours: 7:30 am to 3:00 pm Monday – Friday
- Online payments can be made on the Court’s website at www.mercedcourt.org

Self Help Center – Remote Services Available

- Center will continue to be closed for walk-in services
- Service is available via telephone Mon-Fri: 8:00 am – 12:00 pm at (209) 725-4168
- Telephone appointments are available Mon-Fri: 8:00 am – 3:00 pm
- Email assistance is available at selfhelp@mercedcourt.org or smallclaims.advisor@mercedcourt.org

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

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

Mandatory Electronic Filing

- Local Rule of Court 2E mandates e-filing for limited, unlimited, and complex civil actions and in non-DCSS family law and probate matters. Parties that are exempt from e-filing are encouraged to utilize this service at <http://www.odysseyfileca.com/>.

Additional information is available on the Merced Superior Court web site at www.mercedcourt.org.