

**Courtroom Schedule
Holiday Furlough**

Location	Dec 21	Dec 22	Dec 23	Dec 24
HOJ	D24 all day – MTC/Arr D43 all day – I/C & O/C Arr D41 all day – TNW Prelims D42 PM only – I/C Arr	D24 PM only – I/C Arr D43 all day – I/C & O/C Arr D41 all day – TNW Prelims D42 PM only – I/C Arr	D24 PM only – I/C Arr D43 all day – I/C & O/C Arr D41 all day – TNW Prelims D42 PM only – I/C Arr	D24 PM only – I/C Arr D43 all day – I/C & O/C Arr D41 all day – TNW Prelims D42 PM only – I/C Arr
FJCC	D68 AM only –detentions	D68 AM only –detentions D72 all day – guardianship/emerg. hearings	D68 AM only –detentions D72 all day – DV calendars	D68 AM only –detentions
Juvenile Justice	D81 AM only - detentions	D81 AM only - detentions	D81 AM only - detentions	D81 AM only - detentions
DTS		D4 AM only – Civil Harassment D13 PM only – Conservatorship	D4 AM only - UD D5 all day – LPS	
Location	Dec 28	Dec 29	Dec 30	Dec 31
HOJ	D24 all day – MTC/Arr D43 all day – I/C & O/C Arr D41 all day – TNW Prelims D42 PM only – I/C Arr	D24 PM only – I/C Arr D43 all day – I/C & O/C Arr D41 all day – TNW Prelims D42 PM only – I/C Arr	D24 PM only – I/C Arr D43 all day – I/C & O/C Arr D41 all day – TNW Prelims D42 PM only – I/C Arr	D24 PM only – I/C Arr D43 all day – I/C & O/C Arr D41 all day – TNW Prelims D42 PM only – I/C Arr
FJCC	D68 AM only –detentions	D68 AM only –detentions	D68 AM only –detentions D72 all day – DV calendars	D68 AM only –detentions
Juvenile Justice	D81 AM only - detentions	D81 AM only - detentions	D81 AM only - detentions	D81 AM only - detentions
DTS	D5 PM only – LPS	D4 AM only – Civil Harassment	D4 AM only – UD D5 all day – LPS	D5 AM only – LPS Consent

Abbreviation Legend

Arr	Arrestment
DV	Domestic Violence
I/C	In-custody
LPS	Lanterman-Petris-Short Mental Health Conservatorships
MTC	Master Trial Calendar
O/C	Out of custody
TNW Prelims	Time Not Waived Preliminary Examinations
UD	Unlawful Detainer

Clerk's Office Functions Holiday Furlough

Civil/Probate/Small Claims	Juvenile JD & JV	Family	Criminal/Traffic
Clerk's Offices closed to the public	Clerk's office closed to the public	Clerk's office closed to the public	Clerk's offices closed to the public
Filings for civil case types (Probate, Civil, Small Claims etc.) will be accepted through the Drop Box and e-filing but will not be processed until clerk's office reopens for business <u>except as necessary for matters that will be heard the weeks of December 21, December 28, January 4 and January 11</u>	Filings will be accepted through the Drop Box and e-filing but will not be processed until clerk's office reopens for business, <u>except for petitions requiring detention hearings</u>	Filings for family cases will be accepted through the Drop Box and e-filing but will not be processed until clerk's office reopens for business, <u>except for pleadings requesting temporary emergency orders (FL 305) involving custody and visitation or child safety issues</u> The Self-Help Restraining Order Help Center will be open from 8:30 am-1:30 pm each day <u>for all violence prevention, emergency custody and visitation and emergency guardianships</u>	Filings for criminal and traffic cases will be accepted through the Drop Box and e-filing but will not be processed until clerk's office reopens for business, <u>except for criminal complaints requiring an in-custody arraignment with statutory requirements</u>
Calendar preparation and minute order updates only	Calendar preparation and minute order updates only	Calendar preparation and minute order updates only	Calendar preparation and minute order updates only
Public telephone lines and emails will be closed/unattended	Public telephone lines and emails will be closed/unattended	Public telephone lines and emails will be closed/unattended	Public telephone lines and emails will be closed/unattended

**Administrative Functions
Holiday Furlough**

Executive	Finance	Human Resources	Facilities
Coverage for emergencies, personnel issues or PJ/APJ support	Payroll processing	Worker's compensation or leave benefit support	On site facility response