

## SUPERIOR COURT

Of the State of California for the  
COUNTY OF YOLO  
Executive Office  
725 Court Street, Room 308  
Woodland CA 95695  
[www.yolo.courts.ca.gov](http://www.yolo.courts.ca.gov)

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**James B. Perry**  
**Court Executive Officer**  
(530) 406-6838

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### MEMORANDUM

TO: All Judicial Officers  
All Court Staff  
All Law Enforcement Agencies  
County Administrator  
Public Defender  
County Counsel's Office

Yolo County Sheriff  
Conflict Attorneys  
District Attorney  
Probation Department  
Yolo County Bar Association

FROM: James B. Perry, Court Executive Officer 

DATE: August 4, 2011

RE: Reduction in Operating Hours for Filing Windows in Civil Department, Criminal Department, Court Collections Unit/Payment Center, Traffic Department, and Executive Office

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Pursuant to Government Code Section 68106, the Superior Court of California, County of Yolo is providing 60 day notice of the reduction in operational hours for the public filing windows and telephones in the Civil Department, Criminal Department, Traffic Division, and the Court Collections Unit/Payment Center. A copy of the public notice is enclosed.

Effective **October 3, 2011**, the operating hours for filing windows and phones in the Civil Department, the Criminal Department, the Court Collections Unit/Payment Center, and the Traffic Division will be Monday – Friday from **9:00 am – 3:00 pm**, excluding holidays.

The Court Executive Office will be open Monday – Friday, 8:00 am – 4:30 pm, excluding holidays, for law enforcement officers needing to obtain a Judicial Officer's signature.

Please direct any questions concerning this memo to the Executive Office (530) 406-6838. This information is also posted on the court's website.