

Office of:  
W. SAMUEL HAMRICK, JR.  
Court Executive Officer



4050 Main Street  
Riverside, CA 92501

Superior Court of California  
County of Riverside

**PUBLIC NOTICE**

**DAILY FILING DEADLINES**

Please note that effective July 1, 2019, the filing cut-off time will be 4:00 p.m. for documents submitted in person and via courthouse drop boxes. Filings will be accepted at public counters until 4:00 p.m. on any court business day. Any document deposited in a court's drop box up to and including 4:00 p.m. will be deemed to have been filed that day. Pursuant to CCP § 1010.6(b)(2) any document received electronically by the court via eSubmit between 12:00 a.m. and 11:59:59 p.m. on a court day is deemed filed on that court day. Any document that is received electronically on a non-court day shall be deemed filed on the next court day.

Members of the public will be assisted until 4:00 p.m. on each court business day<sup>1</sup>. If a customer is not at the counter by 4:00 p.m., they may utilize other options within the courthouse, such as the drop boxes, self-help terminals, kiosks, and Interactive Voice Recognition (IVR) phones, where available.

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<sup>1</sup> The Blythe Court is closed to the public on Mondays and Wednesdays. A drop box will be available outside the building and any filings dropped on one of those days, prior to 4:00 p.m., will be considered filed 'same day'.