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SUPERIOR COURT OF CALIFORNIA  
COUNTY OF ORANGE

Self-Help Services  
[www.occourts.org/self-help](http://www.occourts.org/self-help)

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## **REQUEST FOR INTERPRETER (CIVIL)**

SELF-HELP FORM PACKET



SHC-INT-01 (Rev. 07/30/2021)

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<https://www.occourts.org/self-help>

Clerk stamps date here when form is filed.

Fill out this form if you or a witness in your case needs an interpreter when you are in court.

See instructions on page 2 of this form for more information.

**1 Your Information** (person requesting an interpreter). *If you have a lawyer, give your lawyer's information.*

Name: \_\_\_\_\_  
State Bar No.: \_\_\_\_\_  
Firm Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_ Zip: \_\_\_\_\_  
Telephone: \_\_\_\_\_  
E-Mail Address: \_\_\_\_\_

Fill in court name and street address:

**Superior Court of California, County of**

Court fills in case number when form is filed.

**Case Number:**

**2 I am a party in this case** (check one item below):

Plaintiff/Petitioner     Defendant/Respondent     Other (describe): \_\_\_\_\_

**3 I need an interpreter in the following language when I am in court:**

español (Spanish)     Tiếng Việt (Vietnamese)     한국어 (Korean)     普通话 (Mandarin)  
 广东话 (Cantonese)     فارسی (Farsi/Persian)     русский (Russian)     Tagalog (Tagalog)  
 العربية (Arabic)     ਪੰਜਾਬੀ (Punjabi)     Other: \_\_\_\_\_

Include town of origin, if you speak an indigenous language: \_\_\_\_\_

**4 I have a witness who needs an interpreter for the following court date:**

(Complete a separate form for each witness.)

a. Date: \_\_\_\_\_ Time: \_\_\_\_\_

Department and judicial officer, if known: \_\_\_\_\_

No date is set yet.

b. The witness needs an interpreter in (check one):

The language marked above    **OR**

Other (enter the language the witness speaks): \_\_\_\_\_

Date: \_\_\_\_\_



Signature of party or attorney



Your Name: \_\_\_\_\_

Case Number: \_\_\_\_\_

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## INSTRUCTIONS

- Court proceedings are in English. If a party or witness does not speak or understand English well, he or she may need an interpreter. The interpreter will allow him or her to testify, speak to the judge, and understand what others are saying in court. Certified and registered court interpreters are trained to interpret in court. If you need language help, you can ask the court to provide a court interpreter by filling out the first page of this form.
- You should complete this form if you or a witness in your case needs an interpreter. A witness is someone who provides information in court, under oath. You should complete a separate form for every witness who needs language help. Complete the first page and file it with the court. Check with your local court to find out how far in advance you must file a request for an interpreter. You can also find out when the court will answer your request.
- Courts try to provide an interpreter in every language and in every civil case. The court will provide you with a response to let you know if your request was granted. Sometimes, a court cannot provide an interpreter in every case.



### Request for Accommodations

Assistive listening systems, computer-assisted real-time captioning, or sign language interpreter services are available if you ask at least five days before the hearing. Contact the clerk's office or go to [www.courts.ca.gov/forms](http://www.courts.ca.gov/forms) for *Request for Accommodations by Persons With Disabilities and Response* (Form MC-410). (Civ. Code, § 54.8.)