

REQUEST FOR INTERPRETER

Please complete this form if you or a witness in your case needs an interpreter while 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: _____

File Stamp

Complete Street Address below

Superior Court of
San Luis Obispo County

Case Number:

[Click here to enter text.](#)

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) Tagalog (Tagalog)

广东话 (Cantonese) فارسی (Farsi/Persian) русский (Russian) 普通话 (Mandarin)

العربية (Arabic) ਪੰਜਾਬੀ (Punjabi) Other: _____

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

(Please complete a separate form for each witness.)

a. Date _____ Time: _____

No date is set yet

b. Department _____ Judicial Officer: _____

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

The language marked above **OR**

Other (enter the language the witness speaks): _____

d. Estimated length of hearing: _____

Date: _____



Signature of party or attorney

Your Name:

Case Number:
Click here to enter text.

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.
- Completed forms should be returned to:

Courtroom Operations
Room 355, 1035 Palm Street
San Luis Obispo, CA 93408

The form may be faxed to 805.781.1071.

- Please submit requests for Spanish interpreters at least 48 hours prior to the court proceedings. For all other languages, please submit your request at least 72 hours prior to the court proceeding. **Please note that we may have difficulty procuring interpreters on short notice.**



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. Please contact Human Resources at 805.788.2929 or go to http://slocourts.net/about/disabled_access.