San Joaquin Valley Regional Pro Per Task Force

Log of Assistance Provided to Persons at the Family Clerk's Counter

Instructions to clerk's front counter staff – For the weeks of _____ and _____, please maintain this log for all cases in which you assist a self-represented litigant. Determine from the papers submitted for filing whether the self help center or family law facilitator provided assistance.

Case number or litigant last name	Date	Start Time	End Time	Minutes Spent Assisting	Assistance Provided by Self Help or FAC?	
					YES	NO

Thank you for your help in gathering this information.