

**Superior Court, County of
Ventura
Self-Help Legal Access Center**

**DEFENDING LAWSUITS
FOR
BREACH OF CONTRACT
OR
COLLECTION OF MONEY
(COMMON COUNT)**

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Court Dates

Court Dates

1. **You must come to court on all court dates and you must be on time.** When you are notified of a court date concerning your case you must appear at the time, date and place indicated. Sometimes a court date is set in advance that neither side need appear at if certain papers are timely filed in advance. It is therefore wise to call the court the day before the scheduled court date to find out if your case is still “**on calendar.**” If it is, you need to appear in court. If it is “**off calendar**” you do not need to appear. To call the court in Ventura dial (805) 662-6620 and for the Simi Valley court dial (805) 582-8086. Follow the instructions to speak with a civil clerk. **BEFORE YOU MAKE THIS CALL: LOOK AT THE COPY OF THE COMPLAINT OR ANSWER AND BE PREPARED TO GIVE THE CLERK YOUR CASE NUMBER.** The case number can be found in a box located midway on the right side of the form. You will need to give the case number to the clerk in order for the court to tell you the status of a hearing date.

Changing a Hearing Date

2. Changing a hearing to a later date is called a **continuance**. Only a judge can grant a continuance. A **CASE CANNOT BE CONTINUED BY A TELEPHONE CALL TO THE COURT**. If you need to change a hearing date, notify the other side, and file a **motion for a continuance**. In the motion you ask the court to continue the hearing and state the reasons why you need the date changed. The Self-Help Legal Access Center has a form and instructions for you to use in bringing a motion for a continuance.