

## Where is the ACCESS Center?

San Francisco Superior Court,  
400 McAllister Street, Room 208  
San Francisco, CA 94102  
*(corner of Polk and McAllister)*

### **BART:**

Exit at Civic Center

### **MUNI:**

5, 42, 47, 49, F, J, K, L, & M.

## Can I schedule an appointment?

No. ACCESS helps people on a drop-in basis only.

### **ACCESS hours are:**

<b>Monday</b>	1:30-4:00
<b>Tuesday</b>	8:30-12:00
<b>Wednesday</b>	8:30-12:00 1:30-4:00
<b>Thursday</b>	8:30-12:00
<b>Friday</b>	8:30-12:00

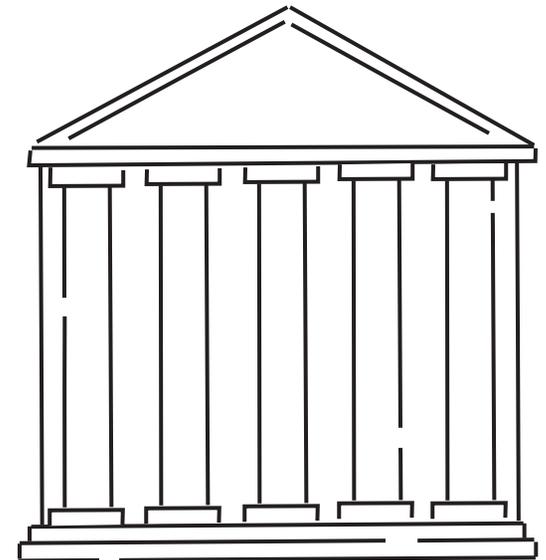
For 24-hour recorded information call:

**(415) 551-5880**

San Francisco Superior Court  
ACCESS Center, Room 208  
400 McAllister Street  
San Francisco, CA 94102

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# How can ACCESS help you?



## **ACCESS**

**San Francisco Superior Court**  
400 McAllister Street  
Room 208  
San Francisco, CA  
94102-4514

**415.551.5880**  
[www.sfgov.org/courts](http://www.sfgov.org/courts)

## What is the ACCESS Center?

The ACCESS Center helps people who need legal information but do not have lawyers.

We can help you with:

- Evictions
- Civil Harassment Restraining Orders
- Name Changes
- Small Claims
- Guardianships

We *cannot* help with criminal cases, immigration, and bankruptcy.

## The ACCESS Center can:

- Give you information in many languages and help you understand your legal options.
- Help you represent yourself.
- Help you fill out legal forms, follow court procedures, find resources or a lawyer.
- Show you how to research the law.

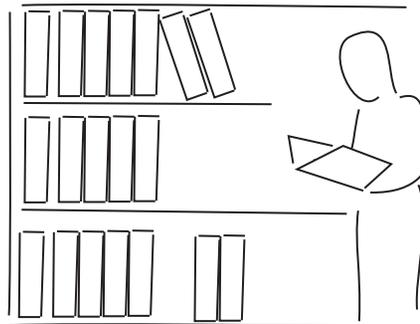
## Do I have to pay to use the Center?

No. But, you have to pay for copies and for filing fees.

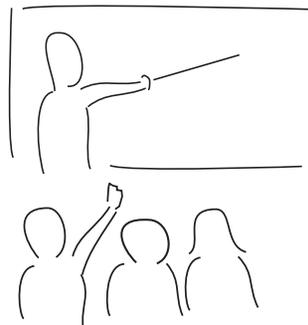
If you are low income, you can ask the court to let you file your court papers for free.

## ACCESS has a library with books, brochures and information on:

- Landlord-Tenant Problems
- Wills & Guardianships
- Family Law
- Civil Cases
- Traffic



ACCESS has small claims classes to show you how to present your case and collect your judgment.  
Call: **415-551-3950**



## What should I bring to ACCESS so they can help me?

Try to bring all papers about your case, like court forms, legal papers, leases, rent checks, letters, police reports, etc.

## Can ACCESS give me a lawyer?

No. We cannot give you a lawyer.

- We will tell you your options and you decide what is best for you.
- ACCESS can help both sides of a case.
- If your case is complicated, or becomes complicated, you may want to hire a lawyer.

## How do I hire a lawyer?

Call the San Francisco Bar Association's Lawyer Referral Service:  
**415-989-1616**

If you are low income, call the Volunteer Legal Services Program to see if you qualify for free or low-cost legal help:  
**415-989-1616**

## Can I use ACCESS if I have my own lawyer?

No. The ACCESS Center can only help people who don't have lawyers.

## What if I don't speak English well?

You can bring your own interpreter. Or, if you don't have an interpreter, we can help you.