



Superior Court of California County of Ventura

LIMITATION ON COUNTER FILINGS

The following **Family Law** filings are excluded from in person processing and are required to be dropped off using the court drop box, mailed, or submitted through [eDelivery](#). (See Ventura Superior Court Local Rule 4.05 on the court website for a list of filings that cannot be submitted through [eDelivery](#)).

1. Case initiating papers, **except** Restraining Orders and case initiating documents presented for filing with a Request for Order and/or Ex parte Request.
2. Judgment packets, **except** Requests for Entry of Default.
3. Writs and Abstracts.
4. Employee Pension Benefit Plan Joinders and Complaints for Joinder.
5. Preparation of documents for signature by the Clerk of the Court after appointment as elisor.

Filings dropped off using the court drop box or mailed must include:

1. A stamped, self-addressed return envelope **OR**
2. Attorney service mailbox number

Filings received without one of the above will be placed in the public pick-up bin and, if not picked up within thirty days, will be discarded.

Filings deposited in the court drop box Monday through Friday, before 4:00 p.m., excluding holidays, will be filed the date they are received.