

## How to get a Trial Date When a Response Had Been Filed in Your Case (Unlawful Detainer)

<b>Step 1</b>	<b>Complete the following forms in blue or black ink:</b> <input checked="" type="checkbox"/> Request to Set Date for Trial-Unlawful Detainer (UD-150)
<b>Step 2</b>	<b>Service on the Other Party:</b> Make one copy of your completed and unfiled UD-150, including an unsigned copy of the proof of service. Then have someone who is 18 or older, NOT YOU, mail the copy to the other party.  Then have the server complete the Proof of Service by Mail on page 2 of UD-150.
<b>Step 3</b>	<b>Copies:</b> Make a copy of form FL-150 with the completed Proof of Service by Mail.
<b>Step 4</b>	<b>File:</b> Turn in the original and copy to the Clerk's office located at: <b>191 North First Street, San Jose, CA 95113</b> The Clerk's Office opens at 8:30am Monday-Friday, closing times are subject to change, visit <a href="http://www.scscourt.org">www.scscourt.org</a> or call <b>408-882-2100</b> for current office hours. The clerk will keep the original and return your copy. Keep the copy for your record.
<b>Step 5</b>	<b>Trial Date:</b> The Court will send you the trial date in the mail.
<b>Step 6</b>	<b>Go to your Court hearing:</b> Go to your trial date prepared to present your case.

### HOW CAN I GET HELP?

Here are some ways to get help:

- Go to <http://www.calbar.ca.gov/Public>, then click on "Lawyer Referral services" to hire or consult with a private attorney.
- For free legal advice and information, see our "Do-It-Yourself Resources" flyer. Go to [www.scscourt.org](http://www.scscourt.org), click on "Self-Help" then "Self-Help Flyers".
- The Self Help Center/Family Law Facilitator – See our information flyer:
  - Contact us: Go to [www.scscourt.org](http://www.scscourt.org) then click "**Contact the Self Help Center**". Walk-in assistance is limited to emergencies so contact us remotely first.
  - Obtain Forms: Go to [www.scscourt.org](http://www.scscourt.org) then click "**Complete Forms at Home**".
  - Form Review: Email your forms as a PDF file to [SHCDocReview@scscourt.org](mailto:SHCDocReview@scscourt.org).
  - Note: We **cannot** help people who have attorneys.

Superior Court, County of Santa Clara  
**Self Help Center/Family Law Facilitator's Office**  
 201 N. First Street, San Jose, CA 95113  
 408-882-2926