



CRIMINAL/TRAFFIC CLERK'S OFFICES OPEN BY APPOINTMENT ONLY
June 22, 2020

The Solano Superior Court Clerk's Offices for Criminal and Traffic in Fairfield and Vallejo are now open by appointment only. The public is encouraged to wear facemasks when entering the courthouse and to practice social distancing.

Clerk's Office Hours	The Clerk's Office will continue to be available via telephone/email from 8:00 a.m. to 12:00 p.m. and 1:00 p.m. to 4:00 p.m. Monday through Friday. Dropbox hours are from 7:30 a.m. to 5:00 p.m. Monday through Friday.
How to Make an Appointment	To schedule an appointment, you can email or call: Traffic Division: trafficdivision@solano.courts.ca.gov or call 707-207-7360 for Fairfield or 707-561-7860 for Vallejo Criminal Division: criminaldivision@solano.courts.ca.gov or call 707-207-7380 for Fairfield or 707-561-7880 for Vallejo
Appointment Times Available	Appointments are available between 8:30 a.m. and 2:30 p.m. Monday through Friday. Appointments shall be scheduled based on availability of clerks and the requirement to maintain social distance protocols. Note: The clerk's office will screen all requests by email or phone prior to scheduling an appointment. We may be able to fully assist you without a physical appearance in the division. If an appearance is required, the clerk's office will send an email confirmation of the appointment date and time. In the event an appointment needs to be changed or canceled, please call or email the clerk's office.
What to Do When You Arrive	Please wait in the hallway outside the clerk's office for your name to be called.
For Your Information	Only the defendant and/or their attorney or translator may attend the appointment.