



## WHOM DOES LEGAL AID HELP?

- You must live in Sonoma County or have a case/legal matter in Sonoma County.
- If you need help with a housing/eviction problem, civil harassment order, or a guardianship, you must be low-income (see back page for low income guidelines)
- **ALL clients must bring us proof of their income**, whatever it is (see back page for examples).
- Legal Aid's services are available in English and Spanish.

**HOURS:** Legal Aid is open to walk-ins Monday – Thursday mornings from 9:15 AM – 11:30 AM and Monday, Tuesday, Thursday afternoons from 1:15 PM – 4:00 PM. We are closed for lunch between 11:30 and 1:15. Wednesday afternoons are by appointment ONLY. We are closed all day on Fridays.

## WHAT CAN LEGAL AID HELP WITH?

- ▶ **Domestic Violence/Civil Harassment Restraining Orders:** If you are feeling afraid of someone you know, live with, have a relationship with, or are related to, we can help you seek a Restraining Order. We will help you prepare all the legal documents you need, assist you to write your story for the judge, help you prepare for your hearing and represent you in Court if needed. All of these services are confidential and private. **To receive Civil Harassment assistance you must be LOW INCOME.** (Please see income guidelines on the back of this page). **Domestic Violence** services are provided for people of **all income levels**.
- ▶ **Guardianship Services:** If you are caring for, or want to care for a child that is not yours (grandchild, neighbor, a friend's child), a guardianship can give you custody of that child as well as access to financial and medical resources for the child. **To receive Guardianship assistance you must be LOW INCOME.** (Please see income guidelines on the back of this page).
- ▶ **Eviction/Housing Cases:** If you are being evicted or have questions about your rental housing, we can assist you with information and legal papers to respond to your eviction. We also assist low income landlords who are having difficulty with their tenants or need to file eviction papers. **To receive eviction/housing services you must be LOW INCOME.** (Please see the income guidelines on the back of this page.)
- ▶ **IMPORTANT:** If you receive eviction papers, come to see us IMMEDIATELY during business hours (see above) and bring Proof of Income with you. If you wait too long, we may not be able to assist you!!
- ▶ Eviction Services are available by appointment or on a walk in basis, depending upon staff availability.
- ▶ **Pro Bono Services:** Under certain circumstances, Legal Aid may be able to refer you to an attorney who can assist you in court, or with other matters under its Pro Bono program. You must be pre-screened by our staff to receive an assessment for this program. **IMPORTANT: To receive Pro Bono referral services you must be LOW INCOME** and your case must meet eligibility and other requirements. Currently there is high demand for these services, and only a few cases are eligible for this program. Your case may not qualify for referral to an attorney even if you meet the income and other eligibility requirements.

*Please See Back page for Additional Information*

## OTHER LEGAL SERVICES

► **Family Law and Custody:** Legal Aid does not provide assistance in Family Law cases. Assistance with these cases is provided at **no charge** through the **Family Law Facilitator's Office**, call 707-521-6545. Legal Aid does offer monthly **Family Law Workshops**. Workshops are open to the public. Please call us at 707-542-1290 or go to our website [www.legalaidsc.com](http://www.legalaidsc.com) for the current Workshop Schedule.

► **Criminal Law:** Legal Aid does not assist with active or pending criminal cases. If you can't afford an attorney, these matters are handled through the Public Defender's Office. **Legal Aid does not handle criminal appeals or offer services for prisoners.** Legal Aid does offer **monthly Workshops** on Cleaning up Criminal Records and Drivers License Retrieval, call 707-542-1290 or go to our website for the current Workshop schedule.

## WHAT TO BRING WITH YOU

**All Clients** must **bring proof of their income**, because Legal Aid needs to tell its funders whom we are serving. Please **BRING** one of the following things to show us what your **INCOME** is. **NOTE:** If you do not bring this documentation you may not be seen.

- If you work: A recent pay stub.
- ◆ If you get food stamps, SonomaWorks, or G.A.: Your benefits card or letter saying you get benefits.
- If you get SSI or Social Security: The letter describing your monthly benefit amount.
- ◆ If someone else supports you: A letter from them indicating they are supporting you.
- If you are staying in a shelter, a letter from the shelter stating that you are using their services.
- ◆ OR a document that shows what your resources are (tax return, bank statement, etc).

### Other important documents to bring with you!

- ◆ Police reports
- ◆ ANY COURT papers from the last Two years and the most CURRENT COURT ORDER in your case.
- ◆ Full Name, Address and contact information of the person you are opposing in your case.

### LOW INCOME GUIDELINES FOR SERVICES:

**Remember: These restrictions apply to Eviction, Civil Harassment, Guardianship, and Pro Bono cases. There are no income requirements for Domestic Violence cases.**

► Legal Aid can help if YOU receive public benefits:

- ◆ Food Stamps
- ◆ S.S.I.
- ◆ SonomaWorks
- ◆ General Assistance

► OR If your GROSS yearly income is no greater than:

- |                                 |                                 |
|---------------------------------|---------------------------------|
| a. One person: Up to \$32,340   | e. Five people: Up to \$49,860  |
| b. Two people: Up to \$36,960   | f. Six people: Up to \$53,580   |
| c. Three people: Up to \$41,580 | g. Seven people: Up to \$57,240 |
| d. Four people: Up to \$46,140  | h. Eight people: Up to \$60,960 |

**Legal Aid of Sonoma County**  
**144 South E St. Suite 100, Santa Rosa, CA 95404**

**707-542-1290**