



What is a “Self-Represented Litigant”?

A “Self-Represented Litigant” is any individual who seeks information to file, pursue, or respond to a case without the assistance of a lawyer.

What does the Self-Represented Litigant Coordinator do?

The Coordinator works for the Court and helps self-represented litigants with general questions, paperwork, resources, and forms related to their case while educating litigants on state statutes, rules, policies and procedures that may be applicable to their case (within legal limitations).

Who can the Coordinator help?

The Coordinator can help anyone who is not represented by an attorney with **non-criminal matters** that are filed or will be filed in Boulder County. Appointments are available; Walk-ins are welcome and will be assisted on a first-come, first-serve basis.

How much does it cost?

This is a **FREE** service provided by the Court!!

The Coordinator CAN:

- ✓ Provide information on state statutes, rules, policies, and procedures;
- ✓ Explain and assist in completing forms;
- ✓ Help to determine which forms need to be completed;
- ✓ Explain the process of scheduling hearings and mediation, status checks, court limitations and general follow-up;
- ✓ Assist in case processing to ensure proper procedures are followed and help to eliminate unnecessary delays in the courtroom;
- ✓ Provide and explain instructional packets;
- ✓ Educate litigants on courtroom procedures and policies.

The Coordinator CANNOT:

- ✗ Recommend whether a case should be brought to court;
- ✗ Give an opinion about what will happen if a case is brought to court;
- ✗ Represent litigants in court;
- ✗ Provide legal analysis, strategy, or advice;
- ✗ Disclose information in violation of a court order, statute, rule, chief justice directive, or case law;
- ✗ Complete forms on your behalf;
- ✗ Refer you to a specific lawyer or law firm for fee-based representation.

SCHEDULE

Mondays:

8:30 am - 12:00 pm

Tuesdays:

8:30 am - 12:00 pm
1:00 pm - 4:30pm

Wednesdays:

9:30 am - 4:30 pm

Thursdays:

8:30 am - 11:30 am
2:30-4:30pm

Fridays:

8:30 am - 4:30pm

*** Schedule is subject to change*

Schedule your appointment TODAY!!**

Appointments:

Appointments are scheduled for 30 minutes and can be in-person or by phone. If your appointment is by phone, access to a computer and the internet during the appointment is highly recommended.

How to Schedule an Appointment:

Contact one of your local Self-Represented Litigant Coordinators.

Cancelling an appointment:

**Please call the court in advance to cancel or reschedule your appointment so we can assist others.

Interpreter services:

If you require an interpreter, a court-appointed interpreter will be scheduled to assist you at no charge. You must inform the Self-Represented Litigant Coordinator at 303-441-4741 or the Court Interpreter's office at 303-441-1672 at least five (5) days prior to the date of your trial.

CONTACT INFORMATION

Boulder County Combined Court

1777 6th Street
Boulder, CO 80302

Mailing Address:

P.O. Box 4249
Boulder, CO 80306

Phone: 303-441-4741

Email:

BoulderCourtSelfHelp@judicial.state.co.us

“The Colorado Courts provide self-help assistance to Self-Represented Litigants to facilitate access to the courts. The goal is to provide, within the bounds of [Chief Justice Directive 13-01], assistance to achieve fair and efficient resolution of cases, and to minimize the delays and inefficient use of court resources that may result from use of the court system by litigants who are not represented by lawyers. There is a compelling state interest in resolving cases efficiently and fairly, regardless of the financial resources of the parties.”

– **Chief Justice Michael L. Bender**

Updated September 29, 2015