



## Self Help Resource Centers (SHRC)

SHRCs are open at both the Orleans CDC and the 24<sup>th</sup> JDC on the 2<sup>nd</sup> floor of both of the Courthouses. *It's not necessary to be a **notary**, but it is beneficial. Please bring your notary materials with you. Up to 3 hours of CLE for pro bono service is also available!*

Contact Amanda Beck, Louisiana Delta Service Corps Volunteer Coordinator, for details 504-581-4043 x 204 - [abeck@probono-no.org](mailto:abeck@probono-no.org)

**Directions to the Self Help Resource Center at the 24<sup>th</sup> Judicial District Court:** The courthouse is located at 200 Derbigny in Gretna. Park in the garage; we can validate your ticket. You enter through the front, go through security, and go to the left. Walk down the hall, pass the cafeteria on your right, and go through the double doors. Go straight towards the back wall with the large Louisiana emblem, go left to the elevators, and go to the second floor. Exit and go left again. The center is located in the Judicial Administration office on the 2nd floor.

**Directions to the Self Help Resource Center at the Orleans Civil District Court:** The Orleans CDC Self Help Center is located at the courthouse on Loyola and Poydras. You enter through the front, go through security, and go towards the elevators. You can go up to the second floor using the stairs as well, which are to the left of the elevators. When you exit the elevator doors, there is a sign on the wall directing you to go to your left and through the double doors. Follow the signs all the way down the winding halls. It is in the far back of the building.

**We provide LEGAL INFORMATION. We DO NOT give LEGAL ADVICE – Here is the disclosure signed by visitors upon first coming to the desk:** *I am requesting the 24th JDC Self-Help Resource Center (SHRC) assist me with information and documents concerning my legal issue. I understand neither the SHRC, nor anyone associated with the SHRC, can provide me with legal advice nor represent me or any of my interests in this or any other matter. I understand the SHRC may assist both myself and the adverse party in my case. I do not have any expectation of confidentiality concerning any matter discussed and I understand that if I wish to have a confidential consultation, I should consult with or retain a private attorney. The information I provide in this intake is strictly confidential and will only be used for data purposes by the 24th Judicial District Court and The Pro Bono Project. I have read and understand the disclosure statement written above.*

### **The information we provide is strictly procedural:**

- Pleadings are fill in the blank and instructions are on the front pages
- Jurisdiction is your biggest concern: Where are they from? Where was their last matrimonial domicile? Where does the defendant live? Where is the child residing?
- If there is any inclination of domestic violence, Orleans residents should be referred to the Protective Order office and/or the Family Justice Center. For Jefferson Parish residents, please refer to the **Metropolitan Center for Women and Children**.
- Anything beyond Divorce, Custody, Rule for Continuance, or Rule to Show Cause is beyond the desks' services. Please refer visitor to:
  - o New Orleans Bar Association's Lawyer Referral Service: 504-561-8828
  - o [www.LouisianaLawHelp.org](http://www.LouisianaLawHelp.org) (FAQs; civil legal aid organizations available by parish)