

## VENTURA SUPERIOR COURT COLLECTION UNIT

Collection representatives are available to answer telephone calls at **(805) 639-5010** between 8:00 am to 5:00 pm Monday through Friday. For case specific questions, you may also reach the Collection Department at the following email address: [court-collections@ventura.courts.ca.gov](mailto:court-collections@ventura.courts.ca.gov)

### The following transactions can be handled over the phone:

- Payment arrangements
- Credit/Debit card or ACH payments
- Dispute a Civil Assessment
- Financial Evaluation
- Information on how to submit an Ability to Pay Request
- Proof of Correction
- Request a modification of an existing payment arrangement
- Change of address or phone number

### Q: Is the Collection Department open to the public?

A: Beginning Monday June 15, 2020, appointments are required to enter the Ventura Courthouse for in-person services with the Collection Unit. You can request an appointment by calling **(805) 639-5010** or visiting <https://calendly.com/vcscreervations>

### Q: Can I still make a payment in person?

A: In person payments can be made at the exterior walk up windows at the Ventura or Simi Valley Courthouse between the hours of 8:00am and 4:30pm Monday through Friday. The Simi Valley and Juvenile Courthouse lobbies remain closed to the public at this time.

### Q: How do I remove the Failure to Appear hold on my driver's license?

A: To remove a Failure to Appear hold on your driver's license, you may set up a payment arrangement with a Collection Officer over the phone or pay your citation in full.

### Q: Why was my case referred to an outside Collection Agency?

A: The Ventura Superior Court Collection Department works with several Outside Collection Agencies when cases are delinquent. You will need to work with the agency handling your case to set up payment arrangements or make payments.

GC Services (800) 727-5848  
Harris and Harris (855) 319-7317  
Collection Bureau Incorporated (888) 432-2432  
Franchise Tax Board – Court Ordered Debt (916) 845-4064

### Q: Where can I mail my payment?

Mailed payments can be sent to the Superior Court Collection Unit at the following address:  
Superior Court of California, County of Ventura  
Collection Unit, Room 205  
P. O. Box 6489  
Ventura, CA 93006-6489

Make your check or money order payable to SCCU. Include your case number on the check or money order. Please do not mail cash.

For the most up to date information on the re-opening of the Court, view the latest press releases on our website at: [www.ventura.courts.ca.gov](http://www.ventura.courts.ca.gov)