



# IMPORTANT NOTICE:

## Court Operations during the COVID-19 Pandemic

Dear Court Customers,

At the top of our minds are two things:

- 1. Access to Justice**
- 2. Safety of our staff and publics**

Consequently, we have worked to incorporate technology to provide service for urgent matters, as far as possible, without you needing to leave your home and come to court buildings. For non-urgent matters, which may still be important to you, we have taken other measures such as extending your time for payment of tickets and fines. These do not have to be paid until at the earliest, April 20.

Should you require a service from the Judiciary, please feel free to use our **COVID-19 Court Services Directory**. Send us an email with sufficient details about your query or issue and if this is not possible, give us a call and we will advise you how you can engage our services for urgent matters. In both instances, we have provided electronic channels to have your issues addressed.

If you need a service that is not deemed urgent at this time, you are encouraged to call the relevant court (again using the directory) and a representative will advise you. If you have maintenance to pay, please pay it. It's important! If you contact us we can help you do this without leaving home. The Courts will be sitting virtually (online) to hear urgent matters and other matters the court deems fit.

For further information on the Judiciary's response to the COVID-19 Pandemic, please visit [www.ttlawcourts.org](http://www.ttlawcourts.org).

 TTJudiciary

 FCDTrinidadandTobago

## COURT SERVICES

Should you require a service from the Judiciary, please feel free to use the table of services below:

SERVICE	LOCATION	CONTACT
Apply for a Domestic Violence protection order	Family Courts Magistrates' Courts	Email <a href="mailto:domesticviolence.response@ttlawcourts.org">domesticviolence.response@ttlawcourts.org</a> or Call the Domestic Violence hotline 866-DVCT (3828)
Apply for urgent custody order	Family Courts Magistrates' Court	Email or Call the Family Court (North or Tobago) Email or Call the relevant Magistrates' Court
Apply for urgent maintenance order	Family Court Magistrates' Court	Email <a href="mailto:convert2CourtPay@ttlawcourts.org">convert2CourtPay@ttlawcourts.org</a> or Call the CourtPay hotline 866-CPAY (2729)
Switch to CourtPay to pay or receive maintenance	Family Courts Magistrates' Courts	Email <a href="mailto:convert2CourtPay@ttlawcourts.org">convert2CourtPay@ttlawcourts.org</a> or Call the CourtPay hotline 866-CPAY (2729)
Collect maintenance money	Family Courts Magistrates' Courts	Email <a href="mailto:convert2CourtPay@ttlawcourts.org">convert2CourtPay@ttlawcourts.org</a> or Call the CourtPay hotline 866-CPAY (2729)
Pay maintenance	Family Courts Magistrates' Courts	Email <a href="mailto:convert2CourtPay@ttlawcourts.org">convert2CourtPay@ttlawcourts.org</a> or Call the CourtPay hotline 866-CPAY (2729)
File an urgent private complaint	Magistrates' Court	Contact the relevant Magistrates' Court by email or by phone
Make an urgent Children In Need of Supervision (CHINS) application	Children Courts	Email or Call the Children Court (North, South, Tobago)
Pay a ticket	Magistrates' Court	Call the Magistrates' Court for information
Pay a fine	Magistrates' Court	Call the Magistrates' Court for information
Find out the date for my Magistrates' Court Matter	Magistrates' Court	Call the Magistrates' Court for information
File Urgent High Court Civil Matters	High Court	Contact the Civil High Court by email or phone
Find out the new date for my High Court Civil matter	High Court	Contact the Civil High Court by email or phone
Find out the new date for my High Court Criminal matter	High Court	Contact the Criminal High Court by email or phone
Find out the new date for my Appeal	Court of Appeal	Contact the Court of Appeal by email or phone
File Urgent Court of Appeal Matters	Court of Appeal	Contact the Court of Appeal by email or phone
Get copies of Court documents	All locations	Email or Call relevant Court

(Table 1 of 2)

**NOTE: The Domestic Violence and CourtPay Hotlines will be operational from Monday 6<sup>th</sup> April, 2020.**  
In the interim, customers may contact the relevant court locations.

# THE JUDICIARY COVID-19 COURT SERVICES DIRECTORY

## COURT LOCATIONS:

Should you require assistance from a particular Court location, please feel free to use the table below:

COURT	LOCATION	EMAIL	PHONE
Court of Appeal	All locations	hojcoa.response@ttlawcourts.org	(868)223-1060 Ext. 2400/2432
High Court - Family Court	Port of Spain (North)	fcn.response@ttlawcourts.org	(868) 223-1060 Ext. 1254-1258
	Tobago	fct.response@ttlawcourts.org	(868) 223-1060 Ext.1259-1261
High Court - Children Court	Port of Spain (North)	ccn.response@ttlawcourts.org	(868) 223-1060 Ext. 1250-1
	Fyzabad (South)	ccs.response@ttlawcourts.org	(868) 223-1060 Ext. 1252-3
	Tobago	cct.response@ttlawcourts.org	(868) 223-1060 Ext. 1262/1263
High Court - Civil	Hall of Justice, Port of Spain	hojcv.response@ttlawcourts.org	(868) 223-1060 Ext. 2498/2219
High Court - Criminal	Hall of Justice, Port of Spain	hojcr.response@ttlawcourts.org	(868) 223-1060 Ext. 2241/2247-8
High Court - Probate	Hall of Justice, Port of Spain	hojpb.response@ttlawcourts.org	(868) 223-1060 Ext. 2270/2241/1007-8
High Court – Civil/Criminal	Supreme Court, San Fernando	scsfdo.response@ttlawcourts.org	(868) 223-1060 Ext. 1634
High Court – Civil/Criminal	Hall of Justice, Tobago	hojtgo.response@ttlawcourts.org	(868) 223-1060 Ext. 2002
District (Magistrates’) Courts	Arima	mrcc.arima@ttlawcourts.org	(868) 223-1060 Ext. 2908-9/2913/2915-16
	Chaguanas	mrcc.chaguanas@ttlawcourts.org	(868) 223-1060 Ext. 1801-1807
	Couva	mrcc.couva@ttlawcourts.org	(868) 223-1060 Ext. 1821/1825/1833
	Mayaro	mrcc.mayaro@ttlawcourts.org	(868) 223-1060 Ext. 2961-2/2964
	Point Fortin	mrcc.pointfortin@ttlawcourts.org	(868) 223-1060 Ext. 1850-1/1853/1857
	Princes Town	mrcc.princestown@ttlawcourts.org	(868) 223-1060 Ext. 1881-2
	Rio Claro	mrcc.rioclaro@ttlawcourts.org	(868) 223-1060 Ext. 2985-6
	San Fernando	mrcc.sanfernando@ttlawcourts.org	(868) 223-1060 Ext. 1915-6/1923
	San Fernando (Madinah)	mrcc.sanfernando@ttlawcourts.org	(868) 223-1060 Ext. 3700-3703
	Sangre Grande	mrcc.sangregrande@ttlawcourts.org	(868) 223-1060 Ext. 2945-6/2947/2950
	Siparia	mrcc.siparia@ttlawcourts.org	(868) 223-1060 Ext. 1933/1935/1941/1945
	St. George West (Port of Spain)	mrcc.portofspain@ttlawcourts.org	(868) 223-1060 Ext. 2633-4/2636/2640/2679/2698
	Tobago	mrcc.tobago@ttlawcourts.org	(868) 223-1060 Ext. 2053/2054/2073
	Tunapuna	mrcc.tunapuna@ttlawcourts.org	(868) 223-1060 Ext. 2824/2826/2827-8
	CourtPay/Maintenance		convert2CourtPay@ttlawcourts.org
Domestic Violence Matters		domesticviolence.response@ttlawcourts.org	Domestic Violence Hotline: 866-DVCT (3828)

(Table 2 of 2)

**NOTE: The Domestic Violence and CourtPay Hotlines will be operational from Monday 6<sup>th</sup> April, 2020.**  
In the interim, customers may contact the relevant court locations.