

YAKIMA COUNTY CLERK

OFFICE OF COUNTY CLERK & EX-OFFICIO CLERK OF SUPERIOR COURT
128 NORTH SECOND STREET, ROOM 323
YAKIMA WA 98901

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Landlord / Renters ~

EVICTION: (this action is considered a "Civil" litigation, and is referred to as an "Unlawful Detainer Action" by the Court.)

General Information About An Unlawful Detainer Action:

The Yakima County Clerk's Office does not have any forms for Landlord Tenant issues or Unlawful Detainer actions.

Sources for information on this subject can be obtained from the following:

**Landlord Tenant Resource Centers
Washington State Attorney General
(800) 551-4636**

E-mail: Protect@atg.wa.gov

WWW.ATG.WA.GOV

**Yakima Valley Landlord Association
(509) 457-4770**

For Tenants / Renters:

WWW.WASHINGTONLAWHELP.ORG

[Legal Forms](#)

Also check with your local office supply stores to see if they carry "legal forms".

What does it cost to file an Unlawful Detainer action in Yakima County?

The filing fees for Superior Court matters are established by the Revised Code of Washington (RCW) and vary based on the type of case being filed. For a complete listing of filing and other fees collected by the Clerk please refer to the Fee Schedule.

[Fee Schedule](#)

What is the date, time and or place of my court hearing?

The Court Administrators Office prepares the calendars for our Court. Once prepared a copy is provided to the Clerk's Office. Information regarding specific hearings being held 'today' can be obtained from the Superior Court web site on the day they are scheduled to be heard, or by looking at the Court Calendars which are hanging in the public hallways on the 3rd floor of the

Courthouse. **The Court calendar for 'tomorrow' is not available until after the close of business 'today'.**

[Today's Master Calendar](#)

Questions about these calendars should be referred to the Court Administrators Office.

It is the Judges' discretion as to what cases will be heard in what order. To see how the Yakima County Superior Court has structured the weekdays for specific matters, please see the following two (2) links:

[Confirmation Guide](#)

[Hearing Types & Days Heard](#)

If you need to contact the Court Administrators Office directly the main number is (509) 574-2704 or you may call the following for specific matters:

- ❖ Civil, Probate, Summary Judgment, Special Sets & Telephonic Hearings [\(509\) 574-2704](#)
- ❖ Criminal, Domestic – family law, Paternity & Appeals-of courts of lower jurisdiction [\(509\) 574-2702](#)

Please have your case number ready when you call.

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How do I set a Court Hearing?

The Court Administrators Office prepares the calendars for our Court based on the document entitled "Note For Motion" which is filed in the Clerk's Office. Please see the following link for important information which will assist you in setting a court date:

[Set / Confirm / Strike](#)

Where do I file documents I want to go in my Court file?

All pleadings are filed at the Clerk's Office. See the top of the page for our address, times of operation and directions. Please remember that you will file your 'original' documents (the ones with an original ink signature) with the Clerk. Any copies you bring with you, you can stamp (we call this 'conforming your copy') with the "Filed" stamp which is at the front counter. You only need to 'conform' the front page (page #1) of each pleading. Please make sure your documents have your case number on the front page, and that they conform to rules regarding size, margins and content of information. The Clerk's staff does not monitor the content of your pleadings, and it is your responsibility to ensure confidential data is submitted to the Clerk in the proper manner.

As a reminder, **Local Court Rule (Cr 7) requires your Motions and other papers are filed** with the Clerk **at least 5 days prior** to the day you (the moving party) desires the matter to be heard in court. This is to assist with getting your pleadings processed, forwarded to the Court file and on to the Judge for review prior to your hearing.

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Can you help me fill out my papers?

No. The Clerk's staff is not allowed to assist you in filling out your legal papers.

The only exception to this is for the items related to Domestic Violence protection orders.

Can you refer or recommend an attorney to me?

No. The Clerk's staff is not allowed to make referrals or recommendations.

If you need assistance in obtaining an attorney who specializes in the type of matter you are involved in please see the "Helpful Places" link, or look in the Yellow Pages of the telephone book under Attorneys.

[Helpful Places](#)

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