

**ALL REQUESTS FOR INTERPRETER SERVICES**  
**(BOTH IN-COURT OR OUT-OF-COURT)**  
 (INCLUDING USE OF LANGUAGE LINE)

**USE THE REQUEST FORM ON THE NEXT PAGE**

**SEND COMPLETED FORM BY FAX TO (360) 397-6044 OR BY  
 EMAIL ATTACHMENT TO: [districtcourtinterpretercoordinator@clark.wa.gov](mailto:districtcourtinterpretercoordinator@clark.wa.gov)**

**ADVANCE NOTICE FOR REQUESTS: 2-DAYS SPOKEN; 3-DAYS ASL  
 CANCELLATION NOTICE TO AVOID COST: AT LEAST 2 DAYS**

**OUT-OF-COURT AVAILABILITY**

<b><u>ON-SITE SPANISH AND RUSSIAN</u></b>		
<b>Times (Mon-Fri)</b>	<b>LOCATIONS</b>	<b>LIMITATION</b>
<b>8:00 – 9:00 a.m.</b>	1) Jail, JJC Detention; 2) Courthouse/Other Courts/County Offices; or 3) Attorney Offices Close to Courthouse	Before or After Client's Scheduled Court Appearance
<b>10:00 – 11:30 a.m.</b>	1) Jail, JJC Detention; 2) Courthouse/Other Courts/County Offices; or 3) Attorney Offices Close to Courthouse	
<b>11:30- 12:00 p.m.</b>	1) JJC Detention; 2) Courthouse/Other Courts/County Offices; or 3) Attorney Offices Close to Courthouse	
<b><u>ALL LANGUAGES</u></b>		
<b>2:00 - 4:00 p.m. (Mon-Fri)</b>	On an 'as requested' basis for Meetings at: Jail, JJC Detention, Courthouse, Other Court Locations, Attorney Offices Close to Courthouse, PA Offices, Paternity Reviews, and Diversion Interviews	
<b><u>SC:L ASL INTERPRETERS</u></b>		
<b>Date (Tuesdays)</b>	<b>Times Each Date</b>	<b>LOCATIONS</b>
<b>2<sup>nd</sup> Tuesday of each Month</b>	8:00 a.m.	Courthouse, Jail, JJC, Judicial Offices <b>Before</b> Scheduled Court Appearance (If unable to schedule for 2 <sup>nd</sup> Tuesday, send Request form for a date/ time M-F 8 a.m. to 4:30 p.m.)
	10:00 a.m.	
	11:00 a.m.	
	11:30 a.m.	

**MONDAY-FRIDAY, ANYTIME: LANGUAGE LINE TELEPHONE SERVICE**  
**FOR OUT-OF-COURT SERVICES – ALL LANGUAGES**

**QUESTIONS? CALL 360-397-6105**

## INTERPRETER REQUEST

### FOR IN-COURT OR OUT-OF-COURT INTERPRETER SERVICES

DATE:

FROM:

TO : CINDY NOSKO  
Clark County District Court – Interpreter Coordinator  
(360) 397-6105  
(360) 397-6044 Fax

E-mail to: [DistrictCourtInterpreterCoordinator@clark.wa.gov](mailto:DistrictCourtInterpreterCoordinator@clark.wa.gov) or

FAX to: (360) 397-6044

Please schedule an interpreter for the following:

Defendant/Client Name	
Language Needed	
Cause Number	
Date of Requested Service	
Type of Court Hearing or Out-of-Court Need (for example, atty/client meeting)	
Location of Service	
Address of Location	
Time (Start & Approximate End)	

THANK YOU!