

Notice of

Immediate Temporary Changes to Whitman County Clerk's Operations

Last updated 3/22/2020

To contact the Clerk between 8:30 and 4:30 Monday - Friday:

(509)397-6240 If you leave a message, we will call you back in a timely manner

OR

Clerk@whitmancounty.net Your email will be received and replied to in a timely manner

Office Hours: Limited staff will continue to be present and working behind closed doors during regular office hours. Other staff members are working remotely.

Courtroom: A clerk will be present at hearings to record the proceedings and process pleadings. Please help us protect the clerk's health by remaining a distance of at least 6 feet from his/her desk area. Copies of orders processed will be emailed to parties upon request if not accessible via an Odyssey subscription.

Filing: Email and Fax filing fees have been suspended. Mail, Email and Fax filing is highly encouraged at this time. Fees assessed for opening new cases that are electronically filed should be paid online. If online payment is not possible, the Clerk will email an invoice and payment by check is due upon receipt. A drop box is available at the door of the Clerk's Office for those filing in person, but its use is discouraged. The most timely manner of filing is via email.

Email filings to: clerk@whitmancounty.net A confirmation email will arrive the same workday

Fax filings to: (509)397-3546

Ex-Parte Orders: Ex Parte Orders can be emailed or faxed. Copies of signed orders will be returned via email. Fees for ex-parte orders have been suspended.

Payments: Pay electronically through Paystation <http://www.whitmancounty.org/pdf.aspx?pdfid=1891>
Check or money order payments may be mailed or put into the Clerk's drop box outside the door. Cash payments will only be accepted in exact amount owed.

Telephonic Appearances: The fee has been suspended. Please submit the online form to schedule your telephonic appearance. The form is available at <http://www.whitmancounty.org/pdf.aspx?pdfid=2092>

Protection Orders: Pro se clients seeking protection orders should call Alternatives to Violence on the Palouse (ATVP) at 509-332-4357 for assistance. Alternatively, forms are available online at <https://www.courts.wa.gov/forms/> For timely processing, please email all protection order forms to clerk@whitmancounty.net. For more information, call (509)397-6240.

Family Law Facilitator: The family law facilitator appointments will be conducted telephonically, with electronic sharing of documents. Please email clerk@whitmancounty.net for more information.

Passports: The processing of passport applications has been suspended in our office. Please check with the Pullman Post Office if you need a passport. Applications are available online <https://travel.state.gov/content/travel/en/passports.html> .