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Superior Court of California
County of Riverside

NOTICE

Date: July 1st, 2011 updated: March 15, 2013
To: Independent Interpreter Contractors
Re: New Independent Contractor Agreement

Effective July 1st, 2011, independent contract interpreters interested in working with the Riverside Superior Court will need to complete and submit the new Independent Contractor Agreement.

After October 1st, 2011, independent contract interpreters without a signed agreement on file will not receive interpreter assignments with Riverside Superior Court. To download the Independent Contractor Agreement and other relevant documents visit: <http://www.riverside.courts.ca.gov/interpreter/independentcont.shtml>.

Please read and complete the contract carefully as incomplete contracts will not be processed. *You may wish to contact independent counsel at your own expense if you have any questions about the substantive provisions of the contract.*

Upon acceptance of the Independent Contractor Agreement, independent contract interpreters will contact Human Resources for a Live Scan background check. A fee of \$42 must be paid by cash or check only at the time of your scheduled Live Scan appointment. The successful completion of a LiveScan check is required as part of the qualification process.

All LiveScan information is confidential and used only by Riverside Superior Court.

Independent Contractor Interpreters successfully passing the LiveScan background check will receive notification and issued a Riverside Superior Court Interpreter Badge.

The Independent Contractor Agreement may be submitted by mail, fax or email to:

Mail: Interpreter Services Division - Confidential
Attn: Arlene Cervantes – Countywide Interpreter & Jury Manager
4100 Main Street, # 209
Riverside, CA 92501

Fax: (951) 777-3416

Email: Arlene.Cervantes@riverside.courts.ca.gov

Thank you