

Public Advisory: Telephone Scam Warning Regarding the Office of the Executive Secretary of the Supreme Court of Virginia

The Office of the Executive Secretary of the Supreme Court of Virginia, the administrative office of the courts, is advising the public to be on alert for a phone scam. Callers may claim to be representatives of the Office of the Executive Secretary, inquiring about the location of individuals, or demanding monies or personal information such as social security numbers or credit card numbers. Callers may fake or spoof the name and telephone number of our office on the recipient's voicemail and/or caller ID.

The Office of the Executive Secretary provides administrative assistance to the courts of the Commonwealth and to Virginia's magistrates through its ten departments. The departments within the Office of the Executive Secretary are the Assistant Executive Secretary and Legal Counsel, the Court Improvement Program, Educational Services, Fiscal Services, Human Resources, Judicial Information Technology, Judicial Services, Legal Research, Legislative and Public Relations, and Magistrate Services. As the administrative office of the courts, we provide support to local courts in areas such as human resources, fiscal services, and information technology. We do not provide legal advice to the public, or intervene in matters before the courts, nor do we accept filings, or maintain the official records, on behalf of the courts. We do not perform collections of fees or fines, and we are not a law enforcement agency. Please be advised that this Office never requests credit card information or personal identifiers, such as social security numbers, by telephone.

The public is cautioned to never give out personal information to unknown callers. If you receive a call about a court matter and are uncertain about its legitimacy, use the [general contact information for all courts](#), which can be found on [Virginia's Judicial System Website](#), to contact the court directly.

If you have received one of these calls, it is recommended that you contact the [Federal Trade Commission](#). If you are a victim of one of these calls, please contact your local law enforcement agency.

To learn about recent scams and how to recognize the warning signs, please visit the Federal Trade Commission's [Scam Alerts](#).