

**HONORABLE TERRI W. SHARP  
CLERK OF SUPERIOR COURT  
CRAVEN COUNTY**

<b>Street Address:</b>	<b>302 Broad Street New Bern, NC 28560</b>	<b>Office Hours:</b>	<b>8:00 a.m. to 5:00 p.m. Monday through Friday</b>
<b>Mailing Address:</b>	<b>P.O. Box 1187 New Bern, NC 28560</b>	<b>Telephone:</b>	<b>252-639-3000</b>
		<b>Facsimile:</b>	<b>252-639-3030</b>

**ADMINISTRATION:**

Telephone: 252-639-3020  
Facsimile: 252-639-3030

Sharon Moore           Assistant Clerk/Supervisor  
Pearl Sumner           Assistant Clerk

**BOOKKEEPING/CASHIER**

Telephone: 252-639-3001  
Facsimile: 252-639-3030

Deborah Lotridge      Head Bookkeeper  
Mechelle Banks       Assistant Clerk  
Debbie Brinkley       Deputy, Cashier  
Faith Lee               Deputy, Cashier

**CIVIL DIVISION**

Telephone: 252-639-3003  
Facsimile: 252-639-3202

Donna Whitfield      Assistant/Supervisor  
Diane Adams          Deputy Clerk  
Michelle Dove         Deputy Clerk  
Angela Farmer         Deputy Clerk  
Tammy McRoy          Deputy Clerk  
Amy Ringer            Assistant/Supervisor 252-639-3090 Juvenile Division  
Charlotte Fuller       Deputy Clerk         252-639-3002 Child Support Division  
Rhonda Sawyer        Deputy Clerk         252-639-3002 Child Support Division  
Jeannie Heath         Deputy Clerk

**CRIMINAL DIVISION – District Court**

Telephone: 252-639-3009  
Facsimile: 252-639-3201

Jamie Long            Assistant/Supervisor  
Lisa Basden           Deputy Clerk  
Kelsey Bennett        Deputy Clerk  
Alison Daniels        Deputy Clerk  
Jennifer Garrish      Deputy Clerk

Faith Lee Deputy Clerk  
Jennifer Westcott Deputy Clerk  
Molly Westover Deputy Clerk  
Lindsay Whitford Deputy Clerk

**CRIMINAL DIVISION – Superior Court**

Telephone: 252-639-3006  
Facsimile: 252-639-3201

Rena Johnson Deputy Clerk  
Francis Kearney Deputy Clerk

**ESTATES DIVISION**

Telephone: 252-639-3004  
Facsimile: 252-639-3030

Deborah Edwards Assistant Clerk  
Nancy Watson Deputy Clerk

**JURY DUTY**

Telephone: 252-639-3020  
Facsimile: 252-639-3030  
Jury Message Line 252-639-3200

Pearl Sumner Assistant Clerk

**SPECIAL PROCEEDINGS DIVISION**

Telephone: 252-639-3004  
Facsimile: 252-639-3030

Sharon Moore Assistant/Supervisor  
Pearl Sumner Assistant Clerk  
Debbie Brinkley Deputy Clerk