

IN THE MUNICIPAL COURT OF THE CITY OF BERLIN

STATE OF GEORGIA

COVID 19 NOTICE

Due to the ongoing health crisis caused by COVID-19, the Supreme Court of Georgia entered its **THIRD ORDER EXTENDING DECLARATION OF STATEWIDE JUDICIAL EMERGENCY** on June 12, 2020 and any and all other necessary extensions. In compliance with said Order the Court hereby issues the following guidelines for in-person court proceedings. Changes to these guidelines may be implemented as future circumstances require.

**CRIMINAL ARRAIGNMENTS AND BENCH TRIALS** will be heard with the listed procedural guidelines:

1. Generally only parties, attorneys and necessary witnesses will be physically allowed in the courtroom. Family and spectators are strongly advised not to attend. If technology is in place for use, proceedings can be available to be viewed by the public via a video link. Also, the use of stations outside of the court building may be set up as needed for proper screening and pre-court payment of fines and any matters which may be handled prior to court by court personnel, reducing crowd size.
2. All persons entering the courtroom shall be required to wear a mask and be checked for fever.
3. The number of persons entering the courtroom shall be limited. In no event shall more than 25 persons be present in the courtroom at one time.
4. All persons shall distance themselves from others and shall maintain a distance of at least six feet.
5. If a citation has been paid and your appearance is not mandatory, attendance is not necessary.
6. If a person is not sure whether they must appear for court, please contact the clerk's office at (229) 324-2444.
7. Only defendants and or their attorney should attend court hearing. Individuals, please do not bring any non-essential members (children, spouses, or other family members) to your scheduled hearing time. If you have a childcare issue or other family issues then please contact the Court, at the number above, as soon as possible so that your court date can be reset or other arrangements can be made.
8. Defendants under 21 may be accompanied by one parent/guardian.
9. All court staff and defendants will be required to wear a face mask. It is recommended that you wear your own face mask. The court will only provide mask for you only if you can't.

Please notify our office at the number above if you are unable to obtain a face mask for your court hearing.

10. Before you enter the courtroom, your temperature will be taken and hand sanitizer provided. You will need to disclose the following: Have you traveled to any high risk areas (or outside of the State of Georgia) in the last fourteen days; Have you had contact with anyone confirmed to have COVID19 (corona virus) in the last fourteen days; Are you experiencing fever of 100 degree or greater, difficulty breathing, or persistent cough now; Have you experienced a fever of 100 degrees or greater, difficulty breathing, or persistent cough in the last fourteen days; If the answer to any of these questions is yes then you will not be allowed in the Court room and your court date can be reset or other arrangements can be made.

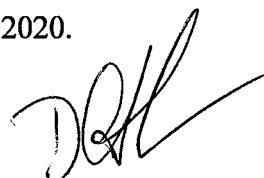
11. If for any reason any individual does not feel comfortable attending a court hearing or is not feeling well please call our office at the number listed above and we will gladly continue any case to a later date.

12. The court room will be disinfected prior to each court session.

13. Based on the size of the courtroom no more than 25 individuals will be allowed to enter the courtroom at one time. The seating is arranged by court personnel to maintain social distancing requirements. No one can modify the seating arrangements or to move the seating without prior court permission.

14. The Court room remains open to the public as required by Law. The above guidelines are intended to be in compliance with public health guidance and with requirements of the United States and Georgia constitutions and applicable statues and court rules. These guidelines are intended to allow all of us to move forward together by practicing social distancing and other daily habits to reduce our risk of exposure to the virus that causes COVID-19. Please remember: practice social distancing (specifically staying 6 ft. away from others when you must go into a shared space); frequently wash your hands or use alcohol-based (at least 60% alcohol) hand sanitizer when soap and water are not available; wear face coverings (mask or cloth); avoid touching eyes, nose, and mouth; stay home when sick; and avoid frequently touched objects and surfaces.

NOTICE SO ORDERED, this the 16<sup>th</sup> day of July, 2020.



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David S. Herndon,  
JUDGE BERLIN MUNICIPAL COURT