

## **SWAINSBORO MUNICIPAL COURT COVID-19 GUIDELINES**

The Supreme Court of the State of Georgia has issued an Order mandating Operations Guidelines to be implemented during the Covid-19 pandemic. This court will follow such guidelines to ensure the safety of all parties involved. The following guidelines will be implemented during all court procedures.

1. Everyone will be required to wear a mask when entering the building. If you do not have a mask, one will be provided to you.
2. Temperatures will be taken. If you have a temperature of 100 or better, you will be asked to leave the building. Your court case will be rescheduled for the next court date.
3. Anyone who has tested positive for Covid-19, or is experiencing symptoms within 14 days of their court date should contact the Swainsboro Municipal Court and ask for a continuance. If case has already been continued prior at their request, documentation supporting their illness will be required.
4. Everyone will practice social distancing, which is six (6) feet apart when entering the building and courtroom. There will be a sign in sheet with the receptionist. There is limited seating in the lobby area and the courtroom. Names will be called by the order that they are signed in.
5. All attorney cases will be heard first.
6. Sanitizer will be provided when signing in and in the courtroom.
7. The podium will be disinfected after each case.
8. Sanitizer will be provided for judge, attorneys, probation, and any other attendees for court.
9. No children will be allowed in the building. Make arrangements for childcare if appearing in court.
10. Anyone under the age of 21, only one parent is allowed in the courtroom.

Failure to Appear for court will receive a thirty-day notice by mail of missing court, unless other circumstances where a warrant is issued by the judge. To pay on line is SwainsboroTix.com. Other questions or concerns, please contact the Swainsboro Municipal Court at 478-237-8967.