

# IMPORTANT NOTICE

TO: ALL PERSONS HAVING BUSINESS IN THE LINCOLNTON MUNICIPAL COURT

FROM: Hon. Michelle R. Harrison, Judge Lincolnton Municipal Court  
Hon. Chadwick D. Medlin, Assoc. Judge Lincolnton Municipal Court

DATE: July 1, 2020

RE: Court Information for your Lincolnton Municipal Court Date

Dear All:

Please be advised that the following guidelines will be followed for ALL Lincolnton Municipal Court dates beginning July 16, 2020 and continuing thereafter until further notice of the court.

Please arrive at least ten (10) minutes in advance of the time noted for your court date. When you arrive, you will be submitted to the following screening and required to follow the below procedures to help prevent the further spread of COVID-19:

- Your temperature will be taken, and anyone with a temperature above 100.4° will not be permitted to attend court and their date will be rescheduled.
- You will be asked to sanitize your hands upon entering the building.
- **You will be required to wear a mask.** If you do not have one, one will be provided.
- You will be asked to respond to the following questions:
  - Have you traveled outside of the United States, or within the U.S. to one of the states that has been designated as a COVID-19 hotspot?
  - Have you or are you experiencing any COVID-19 symptoms including: cough, shortness of breath or difficulty breathing, fever above 100° chills, muscle pain, sore throat, headache, or loss of smell or taste?
  - Have you been in contact with someone known to have COVID-19?

Based upon your response to these questions, you could be denied access to court, but will instead be given a new court date.

Please contact the court if your response to these questions causes concern about your exposure to COVID-19, and the court will reschedule your court date to the next available court date.

Only five (5) people, in addition to the Judge and other court personnel, will be permitted in the courtroom at one time. Therefore, you will be limited to yourself and your attorney at your court date, unless arrangements have been made in advance of the court date to approve a witness or other person on your behalf.

Once at court and after being screened, you will be asked to provide a phone number and be required to wait outside of City Hall until your case is called. Once your case is called, you will have five (5) minutes in which to appear inside the courtroom.

If you would like to attempt to resolve your case prior to Court, you may contact Chief Brandon Lively by calling City Hall at 706-359-3239 between the hours of 10-4; Monday-Friday. Chief Lively will be able to discuss the possibility of a resolution of your case in advance of the court date. If a resolution is reached, an appearance will not be required. **It is extremely important that if you intend to take advantage of this option that you contact Chief Lively at least 48 hours prior to your scheduled court date.**