

Emanuel County Probate Court

Hours of Operation 8-5 Monday – Friday

478-237-7091

Emanuel County Probate Court is operating under normal working procedures while implementing safety precautions. Daily operations and all functions are being carried out while implementing measures of caution, which include encouraging the use of masks, distancing of six feet apart during hearings and other proceedings, limiting the lobby area to a maximum of two visitors at a time, and providing hand sanitizer to constituents visiting the office.

Additionally, visitors should not come to the office if they are sick and should not bring additional family or friends when visiting the office.

Filings

All deadlines are reimposed complying with the Chief Justices, Order on July 10, 2020. Petitions filed prior to this order will be subject to the order in place at time of filing.

All Petitioners are encouraged to file through the mail. Individuals who come in to file may enter the building and make payment to the Clerk of the Probate Court. Attorneys are encouraged to contact the office for all request outside the normal procedures or reimposing of deadlines prior to the Justices July 10th, order.

Essential and Non-Essential Hearings: Probate Court will continue to conduct essential and non-essential hearings while complying with public health guidance. Video conference hearings may be used in circumstances where parties are at high risk.

Marriage License

Both parties must come to the Court in-person to complete the application process. Only one marriage party (the two applicants) may be in the office at a time.

Weapons Carry License Applicants

Please call Probate Court at **478-237-7091** to make an appointment, as we are expecting a record number of applicants. Appointments start at 8:30 and end at 4:00. We are accepting appointments and walk-in. If you are late for your appointment you may lose your appointment altogether, as we will be on a strict time table. If you choose to "walk-in", you may have a lengthy wait, as those with appointments will be taken at their designated time. Please call our Court to avoid any issues.

With the safety of the citizens, and our staff in mind, the Court is requiring the following for your appointment:

✓ Until further notice, please bring a mask, scarf, or bandana with you to cover your mouth, and nose as new applicants will be up close and personal with our Weapons Carry Clerk in obtaining fingerprints. Our staff will be covered for your protection as well.

- ✓ Your temperature will be checked (with a no-contact thermometer) before fingerprinting. Anyone having a temperature of 100 or over, will be turned away. Please do not come to the Courthouse if you are sick.
- ✓ Please do not bring any additional family members with you. They will not be able to enter the office, only two applicants may enter the office at one time, others will remain in courthouse foyer until an opening comes available.
- ✓ If you are a new applicant please call 478-237-7091, we will fill in the application prior to you coming in. This will limit your exposure, and time spent in processing.
- ✓ You must bring a valid Georgia Driver's License with your CURRENT Emanuel County address or a current DMV receipt with your photo on it.
- ✓ We are only accepting debit/credit cards, local checks and correct amounts of cash as forms of payment, and there is a processing fee for debit and credit transactions. These rules are in place to provide a safe efficient flow for the maximum number of applicants per day, while keeping everyone as safe as possible. Please exercise patience and understanding during a time that is uncertain for all of us. Again, if you have any questions concerning the requirements listed above, please call 478-237-7091 for assistance.

Oaths

To take an oath in-person, please contact a Clerk of the Probate Court to schedule an appointment. The Probate Court will continue to use videoconferencing to administer oaths for people who are at high risk or sick.

Records Searching:

Only one record searcher is allowed in the vault at a time.

All Other Services:

These services include but are not limited to Birth or Death Certificate Request, Certified Copy of Marriage License or other request, may be requested in-person or by mail completing the request form. Before requesting a Vital Record amendment, an appointment is necessary, please contact a Clerk of the Probate Court or Vital Records @ 478-237-7091. Record availability is limited to the timeliness of the state office.

IN RE: PROBATE COURT RULES

For the duration of the statewide judicial emergency declared by the Chief Justice and any modifications and extensions thereof, the following provisions of the Uniform Probate Court Rules are hereby clarified and/or amended as follows: Uniform Probate Court Rule 11.1, which provides for the use of telephone conferences in pre-trial and post-trial proceedings in civil cases, also provides for the use of video conferences to the extent it provides for telephone conferences. All such conferences shall comply with applicable constitutional requirements. Uniform Probate Court Rule 11.2 (C) is hereby waived to the extent that it imposes notice requirements beyond those ordinarily required by law or rule for proceedings conducted in-person. Uniform

Probate Court Rule 11.2 (E) (4) is hereby waived to the extent that it requires that the public have access to the location at which a judge is presiding over a video conference, provided that:

(a) Notice shall be given to the parties and the public that a proceeding will occur wholly by remote video conference;

1. Such notice may be given by a website posting or similar means.

2. In the event a court provides public access to a livestream of all proceedings to which the right of open courts applies, the livestream may constitute such notice, provided that notice of the livestream itself is provided through the websites of one or more of the following: the court; the clerk of court; the Council of Probate Court Judges; and the local bar association(s), if any.

(b) If a party or a member of the public objects to the remote proceeding, the court shall sustain or overrule such objection prior to conducting the proceeding; and

(c) The public shall be given an opportunity to view the remote video conference, such as by joining the video conference (although unable to participate), through a livestream, or through substantially similar means.