

# CITY OF MARSHALLVILLE MUNICIPAL COURT



Misty Turner, Chief Clerk - William H. Gregory, Judge  
102 South Street – PO Box 83  
Marshallville, GA 31057  
Phone: 478-967-2232 – Fax: 478-967-2234  
July 24, 2020

## **COVID-19 Guidelines**

These guidelines assist in reducing the transmission of covid-19 among court employees and the public. Maintain healthy court operation and facilities for the public. Maintain a healthy work environment for court personnel.

- Upon arrival participants will be screened for symptoms of possible Covid-19 including verbal questions and no touch temperature screening. Any person with a temperature higher than CDC guidelines or other symptoms will be rescheduled for a future court date.
- Alcohol based hand sanitizer will be used upon entry to the premises and available in the court room.
- Social distancing will be observed by court personnel and all participants. Sitting will be arranged six feet apart.
- Masks are required. Participants are requested to bring their own PPE. If requested the Court will provide masks if an available supply is on hand.
- Participants will be allowed in the Court Room based on court room size observing social distancing requirements. Participants may be required to wait in their vehicle until your case is called based on court room capacity availability. Please do not bring children, spouses, or other family members to your scheduled hearing time. If you do not have childcare, we will allow one reset for this reason. Please call our office to reschedule.
- Defendants 21 and under may have one parent or guardian attend their hearing with them.
- We ask that if you are sick or are over 60 years of age and are not comfortable coming to court to call our office to reschedule your case.
- The courtroom and front lobby will be disinfected prior to each court session and areas that are shared by individuals will be disinfected between each person's contact with that area.

- All court personnel are observing CDC compliance requirements to prevent the spread of Covid-19. Your understanding is appreciated during this time.

PAYMENT OPTIONS:

- Money order by mail
- Credit/Debit card by phone 478-967-2232 or online at [ezcourtpay.com](http://ezcourtpay.com)
- Money order, credit/debit card, or cash in person.

Please stay safe and we look forward to serving you.

Sincerely,

Misty Turner  
Marshallville Municipal Court  
Chief Court Clerk/TAC  
102 South Street  
Marshallville, GA 31057  
Phone: 478-967-2232  
Fax: 478-967-2234