

**IN THE MAGISTRATE COURT OF SPALDING COUNTY
STATE OF GEORGIA**

TEMPORARY EMERGENCY ORDER

IN COURT PROCEEDINGS

The following guidelines are hereby adopted by this court pursuant to Section 4 of the Supreme Court of Georgia's Judicial Emergency Order of May 11, 2020.

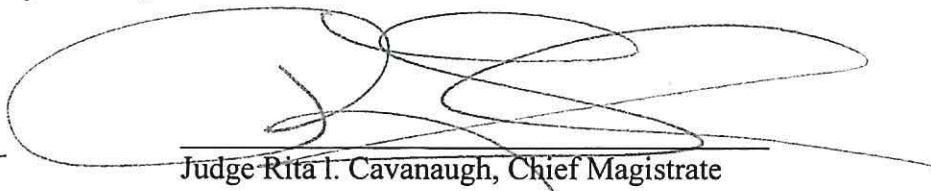
1. Attorneys should file an Entry of Appearance with the court.
2. All hearings will be staggered and only parties and observers to that particular case will be allowed in the courtroom at that scheduled time.
3. **All persons** entering the Magistrate Court and courtroom will practice social distancing of at least six (6) feet at all times, **and must wear a mask or covering over the lower half of their face, including nose and mouth.**
4. Witnesses and parties to hearings will arrive at their scheduled times and will wait in the lobby, while practicing social distancing, until their case is called. If there is an observer on any case we will make arrangements for their presence in the courtroom.
5. Parties to criminal hearings held in the Magistrate Courtroom at the Spalding County Jail will arrive at their scheduled times and will wait in the lobby or outside, while practicing social distancing, until their case is called. All officers and attorneys should provide a cell phone number in order that they can be reached for any change in schedule, cancelled hearings or time changes of their respective hearings. **All parties will be required to wear a mask or face covering over the lower half of their face, including nose and mouth. Inmates should wear a mask and gloves if possible.**

This order will remain in effect until modified or otherwise changed by order of this court.

SO ORDERED this 1st day of June, 2020.

FILED

6/1/20 PLK
MAGISTRATE COURT
SPALDING COUNTY, GEORGIA


Judge Rita I. Cavanaugh, Chief Magistrate

In the Magistrate Court for Spalding County
State of Georgia

Plaintiff

vs.

Case No _____

Defendant

Specific Order Regarding Statutes, Rules, Regulations and Court Orders In Your Case

The Supreme Court of Georgia has given authority to the Judges of the various courts to reimpose orders that have been suspended, tolled or extended by the Order Declaring Statewide Judicial Emergency.

The deadline for filing an answer/traverse in your case is _____. If you do not file an answer/traverse within that time frame, you may sustain a default judgment. If you have questions about obligation, please call this Court at 770-467-4321 for information pertinent to your case.

No jury trials are allowed by law in the Magistrate Court and no request for a jury trial will be granted.

At any hearing scheduled in your case, if you have a medical reason for non-attendance, let the Court know as soon as practicable prior to the scheduled hearing date.

All witnesses must remain outside the Court until summoned by the Clerk. Once inside, that witness will testify and go back outside the Court until released by the Court. Social distancing will be observed at all times and masks are required to enter the Magistrate Court Courtrooms.

Once a case is finally determined and ruled on by the Court, the parties shall have the normal time for filing appeals de novo. Failure to file a notice of appeal will result in a final determination of the issues raised in your case.

The Magistrate Court retains the right to determine rents to be paid, if any, during any appeal de novo of a dispossessory proceeding.

So ordered this May ___, 2020.

Chief Magistrate Judge Rita Cavanaugh
Spalding County, Georgia

MAGISTRATE COURT OF SPALDING COUNTY

132 EAST SOLOMON STREET

3rd floor

GRIFFIN, GEORGIA 30223

Telephone (770) 467-4320

Judge Rita Cavanaugh
Chief Magistrate

Judge Brennan T. MacDowell
Judge Sam Parks
Judge Don Taliaferro
Associate Magistrates

Social Distance Guidelines for Hearings

- Anyone showing symptoms of or related to COVID-19 will not be allowed in the Courthouse.
- Everyone entering the Magistrate Court should have a mask or face covering, shielding their nose and mouth.
- Parties to hearings will not be allowed in the Courthouse until 5 minutes before their hearing. All parties will remain in the lobby on the 3rd floor until they are called into Court for their hearing, and will maintain social distancing of a minimum of 6 feet.
- Only the Plaintiff/Attorney, Defendant/Attorney and sworn witnesses will be allowed in the Courtroom at one time in addition to the Judge. One person will be permitted at each table and 2 seated in the back row, at a minimum of 6 feet apart. Any observers or visitors should give the Court advanced notice and accommodations will be made for their attendance, if and where possible.
- No children will be allowed in the Magistrate Court or the 3rd floor lobby.
- Suits and Garnishment Hearings will be restricted to no more than 1 case per hour.
- All new cases or answers to existing cases are still required to be filed through Efile, mail or using the drop-boxes in the lobby of the Courthouse.