



## ***MUNICIPAL COURT FOR THE CITY OF Cleveland COUNTY OF White, STATE OF GEORGIA***

85 South Main Street Cleveland, GA 30528  
PHONE: (706) 865-0058 ~ FAX: (706) 219-3220

### **COURT PROCEDURES IN RESPONSE TO COVID-19**

You may be able to handle your citation before your scheduled court date and not need to appear. For many traffic violations, appearance is not required.

You do not need to come to court if your appearance is not mandatory or you have already paid your citation.

If you wish to dispute the violation, it is your right to appear in court.

Examples of violations that are a mandatory appearance include (This is not a full list):

DUI	No Insurance
Furnishing to, Purchase of, or Possession of Alcohol Under 21	Hit and Run
Driving While License Suspended	Leaving the Scene of an Accident
Driving While Unlicensed	Reckless Driving
Possession of Marijuana	Shoplifting
Possession of Drug Related Objects	Theft
Suspended/Cancelled/Revoked Registration	Obstructing Law Enforcement Officer(s)

If you are not sure whether you must appear for court, please contact the Clerk's Office: 706-865-0058

In response to the threat posed by the COVID-19 virus, Cleveland Municipal Court has implemented changes to court hearing procedures. Please be advised of the following:

- A mask must be worn anytime you are in the White County Courthouse.
- Social distancing is required at all time.
- Temperatures will be taken as you enter the White County Courthouse before you will be admitted into the courtroom.
- There is a limited number of people allowed in the courtroom at this time.
  - Only the Defendant listed on the citation will be allowed to enter the court, with their attorney if applicable.
  - One parent/guardian may accompany individuals 17-21 years of age.
  - No friends, family members, or children may enter the courtroom. If you encounter a childcare issue, please contact the clerk's office prior to 3pm on your court date.
- Due to limited space you may be asked to wait outside the courtroom if space allows for social distancing or you may be asked to return to your vehicle. If you are asked to wait anywhere other than the lobby of the courthouse you will be asked to provide your name and cell phone number (if no cell phone a description of the vehicle you are in), then asked to return to your car and wait in the parking lot. You will be contacted by phone/text when it is your time to enter the courtroom. You may also be given a time to check back in for entrance into the courtroom.
- Defendants who are 60 years of age or older, or who are a member of an immune-compromised population (or living in a household with someone who is immune-compromised) and are not comfortable coming to court due to increased risk may contact the clerk's office prior to your court date.
- Any Defendant who is ill will not be permitted to enter the courtroom. If you do not feel well, please stay at home and call the clerk's office. If necessary, leave a message with your phone number so that you may be contacted.
- Defendants who require an interpreter for court proceedings please contact the clerk's office prior to your court date
- All Defendants, Attorneys, and those allowed in with the Defendant must observe at least six feet of social distance at all times.

If you do not have an attorney and would like information about resolving your case that is not a must appear case without a court appearance, contact the Cleveland Municipal Court (706-865-0058). You may also pay your fine at [ezcourtpay.com](http://ezcourtpay.com) or by calling EZ Court (1-800-262-0128).

# Courthouse COVID-19 Screening Protocol

**Screening Instructions:** Upon entering the courthouse, all visitors must wear a mask and have their temperature taken. Please also take the temperature of anyone who wishes to enter the courthouse.

All visitors must attest to or acknowledge to no known illness by responding to the following statements.

## Screening Statements

- ☐ I attest that I have not experienced any of the following in the last 14 days:
  - I have not exhibited a fever of 100° F degrees or higher in the past 72 hours.
  - I have not had a cough (excluding chronic cough due to known medical reason other than COVID-19).
  - I have not had shortness of breath or difficulty breathing (excluding known medical reason other than COVID-19).
  - I have not had a sore throat (excluding known medical reason other than COVID-19).
  - I have not had diarrhea (excluding know medical reason other than COVID-19).
  - I have not exhibited any cold or flu-like symptoms.
- ☐ To the best of my knowledge, I have not had contact with a person confirmed or presumed to have coronavirus (COVID-19) within the last 14 days.
- ☐ To the best of my knowledge, I am not currently experiencing any upper respiratory illnesses accompanied by a fever.
- ☐ I attest I have not traveled internationally in the last 14 days.
- ☐ I attest that I have not traveled to a high-risk area or location identified as a “hot spot” of confirmed coronavirus (COVID-19) cases within the last 14 days.

If anyone gives an affirmative response to any of the questions or presents a fever of 100°F or higher, they will be asked to leave the courthouse. Tell them to call the court to verify their contact information and notify them they will be given a continuance.

Access to the courthouse and courtroom is limited.

- No friends, family members, or children may enter the courtroom.
- Only the Defendant listed on the citation will be allowed to enter the courtroom, with their Attorney if applicable.
- Individuals 17-21 years of age may be accompanied by one parent/guardian.

The first 17 people to arrive may enter the courtroom only if they are on the calendar. Anyone other than the first 17 people to arrive listed on the calendar must leave a contact cellphone number and return back to their vehicle or wait outside of the courthouse until they are texted that they are allowed in the courtroom.