

CITY OF EPHEBUS MUNICIPAL COURT

24500 Georgia Highway 100

Roopville, Georgia 30170

PH (770) 854-8616 / Fax (770) 854-8650

STATE OF GEORGIA

OPERATING GUIDELINES ESTABLISHED PURSUANT TO THE SUPREME COURT'S ORDER DATED JUNE 12, 2020

Pursuant to O.C.G.A. § 38-3-61 a State Judicial Emergency was declared by Harold D. Melton, Chief Justice of the Supreme Court of Georgia on March 14, 2020, extended April 6, 2020, May 13, 2020, June 12, 2020, and July 10, 2020.

Due to the CDC social distancing guidelines, we are implementing staggered court times for all court dates. We ask that you follow the guidelines below for a safe, effective, and efficient experience.

- When you arrive for your court appearance, you **MUST** check in at the Drive-Through window then stay at your vehicle until 5 minutes before your court time.
- As you approach the court entrance, please adhere to the six feet social distancing. We will only be allowing 1 defendant in the courtroom at a time.
- Everyone is required to have a mask. We encourage you to bring your own mask for the courtroom.
- Only the defendant named on the citation is allowed in the building. The only exception, defendants under 25 may bring 1 parent/guardian.
- No children will be allowed in the building. If a defendant has a childcare issue, they will be allowed a one-time courtesy continuance by calling (770) 854-8616.
- Defendants over 60 years old who are not comfortable with coming to court will be issued a one-time courtesy continuance by calling the clerks' office at (770) 854-8616
- All chairs will be 6 feet apart.
- Hand Sanitizer will be available for use.
- The courtroom will be disinfected prior to each court session and areas that are shared by individuals will be disinfected between each person.
- Please call for a reschedule if you have:
 1. Had contact with anyone confirmed or presumed to have COVID-19 within the last 14 days
 2. Experienced symptoms of COVID-19, including cough, shortness of breath, or with difficulty breathing, fever above 100.4 degrees, chills, muscle pain, sore throat, headache, or new loss of taste or smell
 3. If you have tested positive for the virus.

Again, if you have any questions, you may contact Court Services at (770) 854-8616