

Press Release:

Ashtabula Municipal Court will be resuming normal business operations Monday , May 18<sup>th</sup>, 2020.

There will be several precautionary measures in place:

You will be asked a list of questions pertaining to your health. If you are sick, don't enter the Justice Center, turn around and leave and notify the court by phone. (440)992-7109

You must have a mask to the enter the Justice Center.

You must use hand sanitizer at the Security Desk before proceeding in the Justice Center.

No guests are allowed unless approval from Court Administrator / Judge/ Bailiff. Guests must wait outside of the Justice Center.

No backpack, purses etc. Any items like that must be brought out to the vehicle.

Once you are on 2<sup>nd</sup> floor, you must observe social distancing. There are markers located in the lobby and Courtroom area indicating the correct social distancing.

We strongly encourage on line payments and/or mail in your payments. There is also box located in the vestibule of the Justice Center (checks or money orders only).

Pretrials will continue to be via telephone conference unless you are notified otherwise.

**FAILURE BY ANY DEFENDANT TO WEAR A FACE COVERING AND COMPLY WITH SCREENING PROTOCOL WILL BE TREATED AS A FAILURE BY THE DEFENDANT TO APPEAR FOR THE SCHEDULED HEARING.**