

Press Release – Temporary Procedures during Covid-19 Corona Virus emergency

March 16, 2020

In light of the Covid-19 Corona Virus, the Sandusky County Court District #1, (Clyde) issues the following as guidance for anyone planning to appear in County Court:

If you are appearing due to a **traffic violation and are not required to appear**, (“must appear” box not checked on your ticket, and you wish to plead guilty or waive, please strongly consider either paying on-line or by telephone. If you wish to plead not guilty (contest the charges), and you have internet, please fill out the PDF forms available on-line and return them by email to the court, or fill out and bring the forms in person or mail them. Forms are also available at the court. **Please do not come on Tuesday morning if you are going to enter a not guilty plea** - rather bring the paperwork in on another day of the week to avoid contact with others. There is a 10-day grace period for payment and the court will accept not guilty pleas during that time as well until further notice.

If you have a **traffic ticket that requires an appearance** (“must appear” box checked on your ticket) and you wish to enter a not guilty plea (contest the charges), you may also fill out the forms and return them as above within the 10 day grace period. You may appear if you feel healthy and wish to enter a “guilty” or “no contest” plea. We will take you into the courtroom in small groups. Be prepared to wait in your vehicle if the court lobby is crowded (more than 2 people in the lobby). We may meet you at your car if we are busy.

If you have another **criminal offense** and are required to appear, please arrive on-time at your scheduled time. If there are no or few people in the lobby, check-in. We may meet you at your car if we are busy.

Civil matters will be continued and a new date no sooner than April 7 will be set. You do not have to do anything for this to occur. **DO NOT COME TO COURT.** We will be sending you home.

Evictions – see civil above

Jury Trials – will be continued until April or later.

If you have a question that is not addressed above, please call the court (419) 547-0915. Please be patient as we expect larger than normal call volume. If in doubt come in with questions at times other than during the courts busy hours – generally Tuesday and Thursday mornings. As usual, the court will grant continuances on a case-by-case basis for anyone who is ill.

PROBATIONERS – If you are on probation, we will contact you by telephone at your appointment time. If you are not available by telephone at the time you are scheduled or at the number you provided, you may be in violation of your probation. It is your responsibility to keep in contact with probation. Call (419) 547-3262 immediately if you miss an appointment or if you are in doubt. **DO NOT COME TO THE COURT.** We will be sending you home.

DO NOT COME TO COURT IF YOU OR ANYONE IN YOUR HOUSEHOLD HAS SYMPTOMS CONSISTENT WITH THE FLU.