

THE CIRCUIT COURT CLERK'S OFFICE IS WORKING UNDER RESTRICTED OPERATIONS

DUE TO THE COVID-19 EMERGENCY ORDER OF THE CHIEF JUDGE OF THE COURT OF APPEALS DATED APRIL 14, 2020 WHICH STATES:

(a) All courts in the Maryland Judiciary, court offices, administrative offices, units of the Judiciary, and the Offices of the Clerks of the Circuit Courts and the clerks' office of the District Court **having been restricted to emergency operations and closed with limited exceptions as described in this order beginning March 17, 2020, shall remain restricted to emergency operations, except as otherwise described in this order, and closed to the public with limited exceptions, through June 5, 2020, pending further order of the Chief Judge of the Court of Appeals;** [emphasis added].

(i) In keeping with the urgency of the following mandatory matters and consistent with statutory requirements, such matters shall continue to be schedule or heard, either in person or remotely pursuant to the Administrative on Remote Electronic Participation in Judicial Proceedings, filed June 18, 2018. The court shall notify all participants necessary to the proceeding.

(3) In the Circuit Courts:

- (A) bail reviews/bench warrants
- (B) arraignments for detained defendants
- (C) juvenile detention hearings
- (D) juvenile shelter care hearings
- (E) peace order petitions (juvenile respondents)
- (F) emergency evaluation petitions
- (G) quarantine and isolation petitions
- (H) extradition cases
- (I) body attachments
- (J) extreme risk protective order appeals

(j) For all other emergency matters including those listed below, the administrative judge or his or her designee shall review the petition, determine whether it must be heard in person, or can be heard with remote electronic participation, or can be scheduled after the emergency period has ended, or can be resolved without a hearing, including, but not limited to:

- (1) CINA matters, consistent with FCCIP Subcommittee of the Maryland Judicial Council recommendations of April 7, 2020, appended hereto
- (2) emergency delinquency hearings, including motions related to juveniles who are detained, committed pending placement, or committed, consistent with the Administrative Order Guiding the Response of the Circuit Courts Sitting as Juvenile Courts to the COVID-19 Emergency as It Relates to Those Juveniles who are Detained, Committed Pending Placement, or in Commitments, filed April 13, 2020
- (3) emergency Habeas Corpus petitions
- (4) emergency issues in guardianship matters
- (5) domestic violence protective orders
- (6) appeals from peace orders
- (7) family law emergencies, including time urgent matters related to special juvenile immigrant status
- (8) temporary restraining orders
- (9) criminal competency matters
- (10) motions regarding:
 - (A) extreme risk protective orders
 - (B) domestic violence protective orders
 - (C) peace orders

- (11) contempt hearings related to peace or protective orders
 - (12) matters involving locally incarcerated defendants, consistent with the Administrative Order Guiding the Response of the Trial Courts of Maryland to the COVID-19 Emergency as It Relates to Those Persons who are Incarcerated or Imprisoned, filed April 14, 2020;
- (f) Essential court personnel shall be available to the public by telephone between the hours of 8:30 a.m. to 4:30 p.m.
- (q) The Maryland Electronic Courts (MDEC) continues to be available for electronic filing and is required to be used for all MDEC counties;
- (t) During this emergency period, for pleadings not required to be filed electronically or where permitted by virtual drop box, filings will be received by mail and may be received via physical drop boxes installed at local courthouses:
- (1) Filings subject to the Amended Administrative Order on Emergency Tolling or Suspension of Statutes of Limitations and Statutory and Rules Deadlines Related to the Initiation of Matters and Certain Statutory and Rules Deadlines in Pending Matters, filed on April 8, 2020, shall have a filing date as determined by that Order; and
 - (2) For filings not controlled by the Amended Administrative Order on Emergency Tolling or Suspension of Statutes of Limitations and Statutory and Rules Deadlines Related to the Initiation of Matters and Certain Statutory and Rules Deadlines in Pending Matters, filed on April 8, 2020, the date of filings will be considered the date a mailed filing has been postmarked or, if filed via a physical drop box, the previous business day, unless there is a timestamp on the drop box;

Please be advised that at this time, the Clerk's Office is only accepting marriage license applications on an emergency/hardship basis. Civil Marriage Ceremonies and Notary Renewals are not being performed at this time. Land recordings can be mailed or placed in the drop box for processing.

For further information regarding the Circuit Court Clerk's Office restricted operations, please call:

Child Support: (301) 600-1920

Civil: (301) 600-2969

Criminal: (301) 600-1932

Family: (301) 600-1977

Jury Office: (301) 600-1979*

*You will be able to leave a message on this line for jury matters only. The call will be returned as soon as possible.

Juvenile Department: (301) 600-1968

Land Recording/Licensing Department: (301) 600-1965

Records Room: (301) 600-1957

Messages can be left for:

Sandra K. Dalton, Clerk of the Circuit Court (301) 600-1906, or,

Gloria Lewis, Chief Deputy Clerk of the Circuit Court (301) 600-1908

Julie S. Solt
County Administrative Judge