

**IN THE CIRCUIT COURT OF SULLIVAN COUNTY
STATE OF MISSOURI**

In Re: COVID-19 ADMINISTRATIVE ORDER

ORDER

WHEREAS the Centers for Disease Control and Prevention have declared that the outbreak of COVID-19 is a worldwide pandemic, and

WHEREAS the Missouri Supreme Court has instructed courts in this state to "prepare for potential infection in their community"; and

WHEREAS the Missouri Supreme Court has directed its courts to "consider strategies to prevent the spread of respiratory germs into, within, and between facilities."

IT IS HEREBY ORDERED, that effective Monday, March 16, 2020, until further order of this Court, that the following persons shall not enter the Sullivan County Courthouse, or any of its Divisions in Sullivan County Missouri:

- Persons who have traveled to any foreign county within the last fourteen (14) days;
- Persons who reside or have had close contact with someone who has traveled to any foreign country within the last fourteen (14) days;
- Persons who have been asked to self-quarantine by any doctor, hospital or health agency;
- Persons who have tested positive, been diagnosed with, or have had contact with, anyone who has been diagnosed with COVID-19; and
- Persons with fevers, or unexplained coughs or shortness of breath.

Anyone attempting to enter in violation of these protocols will be denied entry and removed from the Courthouse by Court Security.

Any attorney or party shall immediately notify opposing counsel and this Court if they reasonably suspect that a participant in any proceeding authorized by this Court's Administrative Order may come within any of the above listed categories.

If you have a scheduled appointment or you are otherwise required to appear at one of the offices or divisions of this courthouse, and you are unable to appear because of the restrictions listed above, you should proceed as follows:

- If you are represented by an attorney, please contact your attorney;
- If you are an attorney scheduled to appear in Court before a Circuit or Associate Circuit Judge or a Commissioner, please contact the Circuit Clerk's Office at (660) 265-4717. Each court division may have information about both their upcoming dockets and the rescheduling of those dockets;

- If you need information about the status of your case, please consult Casenet or contact the Circuit Clerk's Office at (660) 265-4717;
- If you are a prospective Juror, please consult the Circuit Clerk's Office at (660) 265-4717;
- If you are seeking an Order of Protection regarding adult/child abuse, please contact the Office of the Victims Advocate at (660)895-5589;
- If you are scheduled to meet with a Probation Officer, please contact the Sullivan County Probation Office at (660) 265-5129;
- For Sullivan County Prosecuting Attorney matters, please contact the Sullivan County Prosecuting Attorney at (660) 265-4712;
- For Sullivan County Sheriff matters, please call the Sheriff's office at (660) 265-3313;
- If you require assistance in paying taxes, obtaining tax receipts, or merchant's licenses call the Treasurer's Office at (660) 265-4514;
- If you require assistance pertaining to real estate deeds, marriage licenses, or military discharges please call the Recorder of Deeds Office at (660) 265-3630;
- If you require assistance pertaining to assessment sheets, vehicle title waivers, or real estate appraisal information contact the Assessor's Office at (660) 265-4474; and
- If you require assistance pertaining to absentee ballots, to vote absentee, liquor licenses, auctioneer licenses, monies payable to the county clerk, or to obtain a notary commission contact the County Clerk's Office at (660) 265-3786.

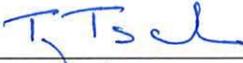
For safety reasons, these restrictions will remain in place until further order of this Court.

Those individuals who think that they may have been exposed to COVID-19 should contact their healthcare provider immediately.

If you have any questions as to this Administrative Order, please contact the Clerk of the Court, Sherry Brinkley, at (660) 265-4717.

IT IS SO ORDERED.

March 16, 2020



Terry Tschannen
Presiding Judge
Ninth Judicial Circuit