



**Due to the Supreme Court of Virginia's Order Declaring a Judicial Emergency in response to COVID-19, the King George Circuit Court Clerk's Office will be closed to the general public beginning immediately through April 6, 2020.**

*See Judge's order, below, on page 2.*

There will be a drop box at security that you can drop off case filings/pleadings or recordings. If there is something you feel is essential that needs to be done in person, feel free to contact our office and we will make that determination.

**This policy includes, but is not limited to (updated March 26, 2020):**

**Marriage Licenses:** No Marriage Licenses will be issued in person, and no marriages are to be performed inside the courthouse.

**Public Searches:** If there is a need for records, please visit the county website <https://www.kinggeorgecountyva.gov/154/Clerk-of-the-Circuit-Court> to order them through the Clerk E-Pass (<https://www.clerkepass.com/>). As a courtesy, at this time, we can email you documents of one or two pages, for large amounts of documents the public can mail in a check for copies.

**Genealogy Research:** In office genealogy research will not be permitted.

**Concealed Handgun Permits:** *Renewal* applications may be signed and can be mailed with the appropriate documentation. If your permit is ready and you are in need now, we can mail the permit to you.

*New applications* must be submitted in person by appointment only. Call 540-775-3322 for an appointment.

**Payment of Fines and Costs:** Payments can be made online. If you do not have that capability, please call about an extension or mail in payment. No payment plans will be issued at this time.

**Notary Oaths:** Notary Oaths will not be given. The Notary Division is extending the pickup date for Commissions printed between Monday, January 13, 2020 and Monday, February 24, 2020. The approved notaries in this date range will now have until Friday May 01, 2020 to claim their commissions.

**Notarizing documents:** No notarization of documents will be performed in this office until further notice

**Restricted Licenses:** Please call. We will attempt to accommodate your requests over the phone

We are committed to serving each of our constituents within the emergency parameters set by the President of the United States and the Governor of the Commonwealth of Virginia.

**Call 540-775-3322 with questions or for assistance.**

Charles V. Mason  
Clerk Circuit Court  
County of King George

VIRGINIA:

IN THE CIRCUIT COURT OF KING GEORGE COUNTY

IN RE: JUDICIAL EMERGENCY IN RESPONSE TO COVID-19 EMERGENCY

In accordance with that certain Supreme Court of Virginia order of March 16, 2020, it is hereby ADJUDGED, ORDERED and DECREED as follows:

Beginning March 16, 2020 to and through April 6, 2020 all NON-ESSENTIAL, NON-EMERGENCY court proceedings in all circuit and district courts are hereby SUSPENDED and all deadlines are hereby tolled and extended, pursuant to Virginia Code Section 17.1-330(D), for a period of twenty-one (21) days.

Furthermore, the following measures shall be in effect:

1. Continue all civil, traffic and criminal matters, including jury trials, subject to a defendant's right to a speedy trial, with the exception of emergency matters, including but not limited to, quarantine or isolation matters, arraignments, bail reviews, protective order cases, emergency child custody or protection cases, and civil commitment hearings. Judges may exercise their discretion with regard to proceeding with ongoing jury trials, and in cases where the defendant is incarcerated.
2. Continue all ceremonies, such as juvenile licensing ceremonies.
3. Limit courtroom attendance to attorneys, parties, and necessary witnesses and members of the press in any matters that cannot be continued.
4. Issue summonses in lieu of a *capias* for failure to appear.
5. For jury trials that cannot be continued, excuse or postpone jury service for jurors who are ill, caring for someone who is ill, or in a high-risk category as defined by the Center for Disease Control (CDC).
6. Suspend new juror orientations.
7. Require attorneys to use e-Filing if available.
8. Require individuals with legitimate court business who are ill, caring for someone who is ill, or is otherwise in a high-risk category, as defined by the Center for Disease Control (CDC), to call the local clerk of court or other appropriate court personnel to request an appropriate accommodation.

**YOU ARE NOT TO ENTER THIS BUILDING IF YOU HAVE:**

- a. visited China, Iran, South Korea, any European countries, or any other high-risk countries identified by the CDC in the previous 14 days;
- b. traveled domestically within the United States where COVID-19 has sustained widespread community transmission;
- c. been asked to quarantine, isolate, or self-monitor by any doctor, hospital, or health agency;
- d. been diagnosed with, or have had contact with anyone who has been diagnosed with, COVID-19;
- e. a fever, cough, or shortness of breath; or
- f. resided with or been in close contact with any person in the above-mentioned categories.

Individuals attempting to enter the court in violation of these protocols may be denied entrance by a bailiff or court security officer, and may be directed to contact the clerk's office by telephone or other remote means to inform the clerk of their business before the court so as to receive further instruction regarding alternate arrangements for court access.

ENTER this 16th day of March, 2020.

  
Herbert M. Hewitt, Judge