

PORTAGE COUNTY
FILED
IN THE COURT OF COMMON PLEAS
PROBATE DIVISION
2020 MAR 19 AM 10:59

STATE OF OHIO)
)
COUNTY OF PORTAGE)

ROBERT W BERGER, JUDGE
COMMON PLEAS COURT
PROBATE DIVISION
CASE NO. 2020 ML-4

IN THE MATTER OF:

EMERGENCY ORDER
NOVEL CORONAVIRUS PANDEMIC

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JOURNAL ENTRY

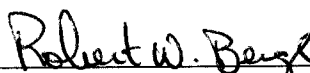
The Novel Coronavirus (COVID-19) has been declared to be a Pandemic by the World Health Organization. The President of the United States has declared a National Emergency as a result of the Pandemic. Governor DeWine has declared a State of Emergency for Ohio and the Ohio Department of Youth Services, the Ohio Department of Health and Portage County Department of Health have issued certain guidelines. The Portage County Probate Court in order to keep the Court Open and protect the health, safety and welfare of its staff and the citizens it serves makes the following Emergency Order which shall remain in effect from 8:00 a.m., March 17, 2020 until further Order of the Court:

1. To eliminate as much foot traffic as possible to the Court and the Probate Clerk's office all pleadings and filings should be by mailing to Probate Court or by facsimile transmission (330-297-3894) with originals being sent by mail to Portage County Probate Court, PO Box 936, Ravenna, OH 44266 with the necessary filing fee. Filing in person at the Clerk's office is discouraged but shall be accepted.

2. All pre-trial and status conferences shall be by telephone. Attorneys or parties, not represented by attorneys, shall call the Probate Court at 330-297-3870 (no less than one (1) hour prior to hearing) and provide a telephone contact number. The Bailiff shall telephone the attorneys or parties at the number provided. At the time of pre-trial or status conference the attorneys or parties shall be available. All telephone conferences shall occur promptly at the time designated.
3. Wedding licenses shall be applied for by first calling the marriage license clerk at 330-298-3019 to complete the application questions and an appointment shall be made (for the verification and signing of all necessary documents and payment of fees with the clerk) at the time of the telephone call.
4. Future name change hearings will not be set until June 2020 or later (unless the name change is to conform to driver's license requirement).
5. All attorneys, as officers of the Court, are encouraged to eliminate foot traffic at the Probate Clerk's office and limit as much as possible unnecessary persons at hearings.

The Court shall review the Emergency Order not less than fourteen (14) days from the date of filing.

IT IS SO ORDERED.


ROBERT W. BERGER, JUDGE