

NOTICE TO THE PUBLIC – TRIBAL COURT

The Court, FCSO, and probation department provide important and essential services to the public and we will endeavor to maintain normal operations to the fullest extent possible. We understand there is concern about COVID-19 and the Southern Ute Tribal Court is requesting that you **PLEASE NOT COME TO THE COURTHOUSE IF:**

- (1) you have been diagnosed with COVID-19 (“Novel Coronavirus”) and you have not received a subsequent test confirming that you are currently virus-free;
- (2) you have been in direct contact with someone who has been diagnosed with COVID-19 within the past fourteen days; OR
- (3) you are experiencing a fever, cough, shortness of breath, or any other respiratory illness symptoms.

If any of these three criteria apply, please call the clerk’s office to reschedule your court date or request to appear by telephone. If you are represented by an attorney, contact your attorney to file a request for a continuance or a telephone appearance.

If you are subpoenaed as a witness in a case, please contact the attorney or party issuing the subpoena to explain the circumstances and discuss the options available.

To ensure the safety of all persons appearing or attending Tribal Court, the following mandatory guidelines are in effect until further notice:

1. **HOURS OF OPERATION:** Beginning May 11, 2020, The Southern Ute Tribal Court will be open Monday through Thursday from 8:00 a.m. to 5:00 p.m. The Court window will be closed for lunch these days from 12:00 to 1:00. Phone calls will be accepted Monday through Thursday from 8:00 a.m. to 5:00 p.m., and the Court accepts electronic filings.
2. All persons entering the courthouse building shall observe foot traffic designations, wear face masks, and practice recommended social distancing standards at all times. Masks will be provided to those who do not have one.
3. All court hearings will be conducted remotely whenever possible. There shall not be more than 5 people allowed in the courtroom at any one time. Those waiting to go into the courtroom shall wait in the court lobby or outdoors and practice recommended social distancing standards.
4. Those entering the courtroom must have their temperatures checked by the Bailiffs & fill out a questionnaire regarding COVID-19 symptoms and contacts, and must be approved for entry based on this information. If you cannot safely enter the courtroom, your matter will be re-set for a later date.

5. Those entering the courtroom must wear face masks required pursuant to Tribal directive, and practice recommended social distancing standards at all times. Masks will be provided to those who do not have one.
6. Those persons not entering the courtroom but proceeding to the Clerk's window shall wear a face mask and shall practice recommended social distancing standards at all times. Masks will be provided to those who do not have one.

Thank you for your cooperation