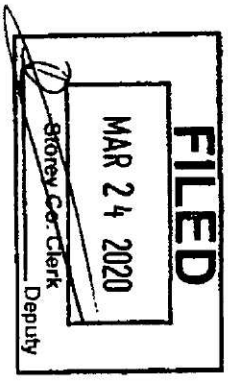
IN THE FIRST JUDICIAL DISTRICT COURT OF THE STATE OF NEVADA IN AND FOR STOREY COUNTY AND THE VIRGINIA TOWNSHIP JUSTICE COURT

IN THE MATTER OF THE ADMINISTRATIVE ORDER RE:

TEMPORARY REDUCTION OF PUBLIC HOURS OF THE CLERK'S OFFICES AND ALLOWING OF ELECTRONIC SUBMITTAL OF COURT DOCUMENTS UNDER THE EXIGENT CIRCUMSTANCES CREATED BY COVID-19 AND RELATED CORONAVIRUS



ADMINISTRATIVE ORDER

This Administrative Order is being issued in response to the recent outbreak of Coronavirus Disease 2019 (COVID-19) in Nevada. On March 15, 2020, Governor Stephen Sisolak declared a state of emergency and closed all public, private and charter schools K-12 until April 6, 2020. On March 18, 2020, Governor Stephen Sisolak closed all non-essential services state-wide and requested all Nevadans stay home to implement social distancing. During this time, it is critical to prevent the spread of COVID-19 among members of the court, counsel, staff, the public, and our valuable community partners;

IT IS HEREBY ORDERED effective March 25, 2020, the First Judicial District Court and Virginia Township Justice Court shall reduce the hours open to the public for the Clerk's Offices from 9:00 a.m. to 2:00 p.m. subject to change dependent upon available staffing and further court order. Provisions have been established to ensure that emergency and/or necessary matters are timely processed following applicable mandates.

IT IS HEREBY FURTHER ORDERED that eviction proceedings are suspended until further order of the court.

The First Judicial District Court will allow documents to be submitted by email in the form of PDF documents to Clerk@storeycounty.org or by facsimile (775) 847-0921 pursuant to

20-13433

Nevada Rules of Civil Procedure Rule 6 Computing and Extending Time. The Clerk's Office will print, review, and file or receive stamp documents. All documents will be reviewed by the court and any format requirements or changes will be communicated to the parties. Original documents are required to follow unless otherwise approved by the court. Documents hand-delivered or received by mail will be processed.

The Virginia Township Justice Court will allow documents to be submitted by email in the form of PDF documents to jp@storeycounty.org or by facsimile to 775-847-0915, and will be processed pursuant to Justice Rules of Civil Procedure Rule 6. The Clerk's Office will print, review, and file or receive stamp documents. Documents received electronically by 11:59 p.m. will be deemed filed. All documents will be reviewed by the court and any format requirements or changes will be communicated to the parties. Original documents are required to follow unless otherwise approved by the court. Documents hand-delivered or received by mail will be processed.

Drop boxes will be made available at the Storey County Courthouse for ease and convenience for the public to drop off documents to be filed in the First Judicial District Court and the Virginia Township Justice Court.

IT IS FURTHER ORDERED that the courtrooms for each respective court will be open for scheduled court hearings Monday through Friday, 8:00 a.m. to 5:00 p.m. The number of the public permitted in the courtrooms will be limited to minimize the risk of COVID-19 transmission.

IT IS FURTHER ORDERED that the First Judicial District Court Clerk's Office disseminate copies of the order to Storey County District Attorney, Nevada State Public Defender, Storey County Sheriff's Office, First Judicial Bar Association and the Washoe County Bar Association and the Storey County Manager.

DATED this 24 day of March, 2020.

JAMES T. RUSSELL
District Court Judge

JAMES E. WILSON, JR.
District Court Judge

EILEEN F. HERRINGTON
JUSTICE OF THE PEACE