

# CITY COURT CITY OF MONROE



TAMMY D. LEE, JUDGE - DIVISION "A"  
JEFFERSON B. JOYCE, JUDGE - DIVISION "B"  
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**FOR IMMEDIATE RELEASE ~ Monday, June 8, 2020**

## **Monroe City Court Begins Phase II of Reopening**

Following the White House COVID-19 guidance and in line with Governor John Bel Edwards' Order for the State of Louisiana, Monroe City Court transitioned to Phase II on June 5, 2020. The Court wants the public to be reminded that the following may be handled in-person: pay fines, file civil pleadings, warrant recall requests, reset missed court dates, and obtain extensions, etc.; however, the Court continues encouraging everyone to work remotely whenever possible and utilize resources such as fax filing. The Court's fax number is (318) 329-2622.

Juvenile proceedings, adult 72-hour hearings, and various other matters will continue to be held remotely via teleconference and/or videoconference.

Most traffic citations (and some criminal matters) are payable out of court. Everyone is encouraged to check on their matter as some of the restrictions on mandatory appearances have been or may be loosened by the judges. Individuals may use cash, money order, certified funds or a credit card if paying in-person, or use the postal service to send certified funds or money order to P.O. Box 777, Monroe, LA 71210.

Please call the Monroe City Prosecutor's office to check on a new court date. Please note that rescheduled criminal and traffic matters must be done in person by **June 9, 2020**. It is your responsibility to ensure that the Monroe City Prosecutor has a current address. If your address has changed, you must provide the new address, in writing, by mail or by fax. Please include your full name, as it appears on your old notice; your docket number; and your new address, including city, state and zip code. You can also provide a contact telephone number and/or email address. The contact information is: Monroe City Prosecutor, 400 Lea Joyner Memorial Expressway, P.O. Box 123, Monroe, Louisiana 71210; Telephone (318) 329-2618; Fax (318) 329-2621.

The Court will be strictly enforcing health protocols and social distancing rules, thus limiting the number of individuals allowed in the courthouse at one time. The use of face masks or face coverings and temperature checks are mandatory for anyone entering the courthouse. Only the person with court business will be allowed to enter the courthouse, unless that individual is accompanied by a caregiver or an interpreter. Anyone displaying possible COVID-19 symptoms will not be allowed to enter. There will be no exceptions to these rules/protocols. Please be prepared that there may be long lines and wait times. Your patience is appreciated.

These measures are necessary to ensure that the Court, as well as the public, comply with all Federal, State, and local health guidelines. This also enables the Court to slowly increase the caseload and visitor levels, while at the same time, monitor that health protocols are followed.

To read the Order regarding specific court operations, please visit the information and resource websites for the City of Monroe at <https://monroe.la.us/coronavirus> or the Louisiana Supreme Court at <https://www.lasc.org/COVID19>. For questions, please call (318) 329-2580.