

**IN THE COURT OF COMMON PLEAS  
GEAUGA COUNTY, OHIO**

IN RE: )  
) JUDGE CAROLYN J. PASCHKE  
) JUDGE DAVID M. ONDREY  
CORONAVIRUS (COVID-19) )  
)  
HEALTH CRISIS ) **ADMINISTRATIVE ORDER**  
) **[2020-6 FEDEX ADAPTION OF**  
) **SIGNATURES DURING COVID-19**  
) **HEALTH EMERGENCY]**

Due to the existing state and national emergency and concerns regarding the Coronavirus (COVID-19) Health Crisis, the Geauga County Court of Common Pleas has adopted the following new practice by FEDEX as to the way they process signature service utilized by the Court:

1. For all direct signature service, FEDEX employees will, for this time period, confirm that the individual receiving the package is the individual to whom the package was addressed. Instead of having the individual sign the hand-held, the FEDEX employee will enter a code (C-19) into that hand-held that will represent the signature of the recipient.
2. This practice shall continue until the public health emergency period has ceased.
3. The Court shall accept this new FEDEX delivery process as good service for the purpose of any court action during this period.

IT IS SO ORDERED.



CAROLYN J. PASCHKE, ADMINISTRATIVE JUDGE



DAVID M. ONDREY, JUDGE

**COURT SERVICE:**

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Denise Kaminski, Clerk of Courts