

FILED

MAR 19 2020

WILLIAMS COUNTY  
PROBATE COURT

**IN THE COURT OF COMMON PLEAS  
PROBATE DIVISION  
WILLIAMS COUNTY, OHIO**

IN RE:	)	CASE NO.:	<b>20206012</b>
	)		
GENERAL ORDERS FOR THE	)	JUDGE STEVEN R. BIRD	
CONTINUED OPERATION OF THE	)		
WILLIAMS COUNTY PROBATE COURT	)		
	)	<b><u>GENERAL ORDERS</u></b>	
	)		
	)		

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In order to minimize the effects of the ongoing coronavirus emergency, the Williams County Probate Court issues the following General Orders:

1. An automatic extension of 60-days is granted on all of the following:
  - a. The filing of all Inventories, including Estates, Guardianships and Trusts;
  - b. The filing of all Accounts, including Estates, Guardianships and Trusts;
  - c. The filing of Guardian’s Reports, Statements of Expert Evaluation, Annual Guardian Plans and Compliance with Guardianship Education;
2. All pre-trials and hearings will be conducted by teleconference or videoconference, unless the Court orders that the hearing take place in person.
3. All civil commitment cases brought under R.C. 5122.01, et seq. will be heard by the Judge or Magistrate via teleconference or videoconference.
4. Attorneys with pending hearings must contact the Court prior to the hearing to make arrangements for the hearing.
5. All pro se parties (parties without an attorney) must contact the Court at (419) 636-1548 prior to the hearing to make arrangements for the hearing.

6. Filings will be accepted via FAX at 419-636-5405 or email at [probate@wmsco.org](mailto:probate@wmsco.org).
7. Where personal service of the Notice of Appointment of the filing of a guardianship required by R.C. 2111.04 is not possible, the Court will appoint the Guardian on limited basis pursuant to R.C. 2111.02(B)(1). The Court will conduct a full guardianship hearing in the future at the earliest possible date when the required personal service is completed.
8. Forms for most probate cases are available at various Probate Court websites around the State of Ohio and the Ohio Supreme Court. Parties are encouraged to use these forms and return the forms to the Court via mail, private delivery, email or fax. Parties are further encouraged to delay filings that are do not constitute an emergency or are not required by Ohio law.
9. The Court will be flexible with all filing deadlines imposed by the Local Rules, available on our website at: <http://www.co.williams.oh.us/559/Local-Probate-Rules>.

It is the intention of the Court to remain in operation to perform its essential functions. The General Orders herein are meant to discourage anyone from personally appearing in the offices of the Williams County Probate Court unless absolutely necessary.

IT IS SO ORDERED.

  
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Judge Steven R. Bird

cc: Williams County Bar Association  
Williams County Prosecutor