

**STATUS OF LICKING COUNTY MUNICIPAL COURT OPERATIONS**  
**(Updated 3/16/2020)**

In light of the National Emergency declared by federal, state, and local officials as a result of the novel corona virus (covid-19), the Licking County Municipal Court is postponing all jury trials, bench trials, arraignments (traffic and criminal), and hearings—except as noted below—for the next two weeks. Pre-trial conferences will be held by telephone conference and attorneys should contact the office of the judge assigned to the case for instructions on how to call.

The Court will continue to hold daily criminal arraignments at 12:45 p.m. but *only for defendants who are incarcerated at the Licking County Justice Center*. Furthermore, individuals charged with operating a vehicle while impaired (“OVI”), must appear in person on the date specified at the bottom of the citation or at the top right of their bond. Anyone charged with any other traffic infraction should not appear and will be notified by mail of their next court date. Individuals charged with an offense which does not require a personal appearance may submit a written plea of “not guilty.”

***If you are uncertain whether to appear in person, call the Clerk of Court at (740) 670-7800.***

The jury trials scheduled for Monday, March 23, 2020 and Thursday, March 19 and March 26, 2020 are canceled. If you received a summons for jury duty on any of those dates, you are excused and should not report for jury duty.

Effective March 17, 2020, all small claims mediations hearings, small claims trials, and all actions in forcible entry and detainer (eviction) hearings set before March 30, 2020 are canceled and will be rescheduled by the Court. Notice of the next court date will be sent to all involved parties as soon as practicable.

During the next two weeks, only litigants, attorneys, defendants, victims, witnesses, people currently on probation, and the media will be permitted entry to the Newark Municipal Building. Friends and family of individuals coming to court will not be given access to the third and fourth floors or the basement.

If you have recently traveled from an area with widespread cases of covid-19 and are experiencing symptoms such as fever, persistent cough, shortness of breath, or lung pain, please contact your healthcare provider immediately to determine a course of action.

The Court will continue to serve our community during this period with the announced changes and Licking County residents may rest assured that this is a temporary situation. All local and state laws will continue to be enforced.

If you need additional information pertaining to the office of the Clerk of Court or Adult Probation, click on the appropriate link on the Court’s home page.