

**FRANKLIN COUNTY DISTRICT COURT – JUDGE WITTEMAN
WEST COURTROOM IN PERSON HEARING PROTOCOLS**

You are instructed to please complete the first page contact information with your attorney, and remain outside in close proximity until you are called on your cell phone to reenter the building and proceed to the West Courtroom. Please note the following protocols will apply:

- COVID social distancing protocols apply. (remain at 6 feet distance when standing or seated, refrain from touching surfaces if possible, wear mask at all times inside court building/courtrooms.)
- District Court security staff will conduct initial COVID screening prior to being admitted further into the court building.
- After completing the contact information (first page), leave the first page with District Court security staff. Remain outside the main entrance or in your vehicle, do not leave the court building area if you are needing to be present for your hearing. You will receive a phone call or notification by your attorney when it is time for your entrance to the building. Please keep your phone available.
- Limited occupancy still applies for all courtrooms. Only litigants and their attorneys are permitted inside courtrooms at this time.
- Failure to comply with COVID protocols could result in further sanctions imposed by the Court.
- After your hearing, exit the double doors (SOUTH) of the West Courtroom.
- Questions? Franklin County District Court, main phone: 785-242-6000.