



DISTRICT COURT OF GUAM ^(/)

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Frequently Asked Questions During This Time Of Pandemic

Home (/) >> Frequently Asked Questions During This Time of Pandemic

What steps has the court taken to make it safe for persons coming into court?

The court has taken many steps to protect persons coming into the courthouse. These include:

- *Prohibiting the following persons from entering the courthouse:*
 1. *Persons over age two (2) without a face covering;*
 2. *Persons who have traveled outside the island of Guam within the previous 14 days and who are required by law to quarantine;*
 3. *Persons who have been diagnosed with, or have had contact with anyone who has been diagnosed with, COVID-19 within the previous 14 days;*
 4. *Persons who, because of COVID-19, have been asked to self-quarantine by any doctor, hospital, or health agency within the previous 14 days; and*
 5. *Persons who are ill and displaying symptoms consistent with a flu, such as fever*
- *Strictly enforcing Safe distance protocols, including in elevators and in the courtroom galleries.*
- *Placing hand sanitizer dispensers throughout the courthouse.*
- *Deploying acrylic screens have been placed in both courtrooms to minimize the possibility of infection.*

What hearings are being held virtually i.e. phone or VTC, and what hearings are being held in person?

*At this time, most hearings are being held virtually, that is by video or telephone, pursuant to the provisions of the **Coronavirus Aid, Relief, and Economic Security Act ("CARES Act")** and subject to the consent of the defendant in criminal cases.*

How does the media have access to the court hearings?

Media outlets and members of the public may call 969-4500 to request telephonic access to any hearing that is not sealed.

When will the court allow jury trials?

The court will allow jury trials when Guam has been put in Pandemic Condition of Readiness 3 (PCOR3) by the Governor of Guam and when the Chief Judge has ascertained that conditions allow for a selection of a fair cross-section of impartial jurors.

How can I pay court fees and court-ordered restitution during this time?

During this time of pandemic, the court will accept a check or money order for fees made payable to "Clerk, District Court of Guam". No cash payments are currently permitted. Payments may be placed in a sealed envelope labeled with your name and case and provided to a Court Security Officer in the front lobby for placement into a locked drop box. The drop box is checked daily by court staff.

I represent myself. How can I file documents?

Documents for filing by self-represented litigants may be placed in a sealed envelope labeled with your name and case and provided to a Court Security Officer in the front lobby for placement into a locked drop box. The drop box is checked daily by court staff.

How can I review documents in a case?

Most case documents may be reviewed online using the court's PACER system at <https://ecf.gud.uscourts.gov> (<https://ecf.gud.uscourts.gov>) (civil and criminal documents) and <https://ecf.gub.uscourts.gov> (<https://ecf.gub.uscourts.gov>) (bankruptcy documents). Persons may register for PACER at <http://pacer.gov> (<http://pacer.gov>).

How can I request a Court Clearance?

To initiate a request for a record search at the District Court of Guam, please fill out the form here: <http://www.gud.uscourts.gov/request-search-records> (<http://www.gud.uscourts.gov/request-search-records>), and click "Submit". The record search is normally ready after one business day, and a deputy clerk will contact you by email or by telephone when it is ready for you to pick up.

During this time of pandemic, the court will accept a check or money order in the amount of \$31 made payable to "Clerk, District Court of Guam".

How can I file documents under seal?

Documents for sealed filing may be placed in a sealed envelope labeled with your name and case and provided to a Court Security Officer in the front lobby for placement into a locked drop box. The drop box is checked daily by court staff.

Mailing Address:

520 W Soledad Ave FL 4, Hagatna, Guam 96910

Clerk's Office:

Jeanne G. Quinata, Clerk of Court

Phone: (671) 969-4500 | Fax: (671) 969-4488

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