

## Information on COVID-19 and Court Operations

Revised 07/08/2020

The U.S. District Court for the Western District of Oklahoma continues to closely monitor the national, state, and local responses to Coronavirus Disease 2019 (COVID-19) and will be following guidance provided by the Administrative Office of the United States Courts (AO), the Centers for Disease Control and Prevention (CDC) and state and local health officials. **Court operations within the Western District of Oklahoma are currently governed by [G.O. 20-18](#), [20-15](#), [20-11](#), [20-11.1](#), [20-9.1](#), [20-9.2](#), [20-7](#), [20-5](#), and [20-5.1](#). We are currently in Phase II of the protocols detailed in the addendum to [G.O. 20-5](#).** We will continue to post updates to general court operations to this website. (Revised 06/30/2020 to add [G.O. 20-9.2](#))

- **All visitors to the courthouses in the Western District of Oklahoma, including without limitation attorneys and their staff, vendors, contractors, and other members of the public, are required to wear face coverings at all times while in the courthouses, including courtrooms, subject to the discretion of particular presiding judges, and except as directed by Court security personnel for identification or other security purposes. Children two years of age or younger are relieved of this requirement. Persons without an appropriate face covering will be provided a mask upon entering the courthouses.** (Added 05/28/2020)
- Persons entering the Courthouse may also wear latex or vinyl gloves when in the Courthouse, including in the courtroom. Physical distancing will still be mandated except when conferring with clients. (Added 04/08/2020)
- The Clerk's Office continues to be open to the public. In addition, staff are available by phone during regular business hours of 8:00 am to 5:00 pm, Monday through Friday. Please attempt to conduct your business by phone, if possible, before traveling to the courthouse. For assistance, call the helpdesk at 405-609-5555; the toll free number is 888-609-6593.
- The Court's electronic filing system (CM/ECF) continues to be available 24/7 for all registered users. If you experience an issue with filing, please call the helpdesk numbers above.
- Non-electronic documents and payments may be brought to the Clerk's Office or placed in the drop box located in the lobby of the William J. Holloway, Jr. United States Courthouse, 200 NW 4th Street in Oklahoma City. **No cash payments may be placed in the drop box.**

- Documents and payments may also be sent by U.S. postal mail or express delivery addressed to: Court Clerk's Office, 200 NW 4th Street, **Room 1210**, Oklahoma City, OK 73102.
- **All grand jury sessions and jury trials are postponed until after June 1, 2020. [G.O. 20-10](#). On May 6, 2020, the Court continued jury trials on the June 2020 docket to be reset by the presiding judge. [G.O. 20-13](#). (Added 05/06/2020) Civil jury trials on the July 2020 and August 2020 dockets are continued, to be reset by the presiding judge. [G.O. 20-17](#). (Added 06/10/2020) Criminal jury trials on the July 2020 docket are continued, to be reset by the presiding judge. [G.O. 20-18](#). (Added 07/08/2020)**
- Naturalization ceremonies on May 29, 2020 and June 26, 2020 are cancelled. [G.O. 20-13](#). (Added 05/06/2020)
- Most civil hearings will be telephonic. Please check with chambers of the assigned judge for information.
- Some criminal proceedings, including initial appearances, will be held at the courthouse or via video teleconferencing as appropriate. Courthouse access will be limited to those attending an in-person hearing.
- In-person proceedings are suspended until **May 11, 2020** for persons detained at the Grady County Law Enforcement Center. [G.O. 20-4.1](#). (Added 04/20/2020) On May 8, 2020, the suspension period was extended to **June 1, 2020**. [G.O. 20-14](#). (Added 05/05/2020) On May 29, 2020, the suspension period was extended to **June 22, 2020**. [G.O. 20-16](#). (Added 06/01/2020)
- Archival records requests are suspended as the Federal Records Center is currently closed.