



Guidelines for Visitors to the Court of Appeals of Georgia

The Court is open to all litigants and visitors and is taking extensive measures to provide a safe environment. Please do not come into the building if you are experiencing a cough, shortness of breath, fever, chills, or sore throat, or if you have been exposed to COVID-19. Call the Clerk's Office at (404) 656-3450 if you need assistance with other options for conducting court business.

Entering the Nathan Deal Judicial Center for Court of Appeals business

- Masks must be worn at all times in the building. If you do not have a mask, one will be available at the security entrance.
- A device on the security desk in the entryway will flash a red light if your temperature is high, and you will be asked to leave the premises. Please call the Clerk's Office and we will assist you with long-distance options.
- Please maintain a distance of at least six feet from other people inside the building.
- Please use the sanitization stations located throughout the building, including the one located at the building entrance as you enter.
- Before you enter an elevator, please observe the instructions posted outside as to the maximum number of people allowed to enter at a time.
- If you use the stairs and are comfortable doing so, avoid using the handrails.
- Please wash your hands after you use the restroom.

Paper filings in the Court of Appeals Clerk's Office

- A drop box is available in the security area at the building's entrance for Clerk's Office filings, with instructions posted nearby.
- If you need in-person assistance from staff in the Clerk's Office, please come into the reception area, place any paper filings on the counter, press the button to ring the bell, and be seated before staff come up to the counter to assist you.

Participating in or attending oral arguments held in the courtroom

Presently all oral arguments will occur via Zoom. Once oral arguments begin occurring in the Courtroom these procedures, along with additional protections, will apply.

- Oral arguments will be scheduled to minimize the number of people in the courtroom at the same time. Please do not arrive more than 20 minutes before your reporting time.
- If you are high-risk, please notify one of the staff so the Court may accommodate you.
- The Lawyers Lounge will be limited to a maximum of 5 people, who are asked to maintain a minimum distance of 6 feet.
- Please sit at the marked spaces in the courtroom audience to maintain a 6-foot distance from others.
- Attorneys arguing before the Court are asked to sit at the far ends of the counsel tables to maintain a maximum distance from each other.
- A member of the Clerk's Office will disinfect the podium after each use.
- If an attorney uses the overhead projector during argument, a staff member will disinfect it after your argument has ended.