



ERIN J. DEHART  
JUDGE

# COMMONWEALTH of VIRGINIA

SHARON H. COLLINS  
CLERK

## PULASKI COUNTY GENERAL DISTRICT COURT

45 Third Street, N. W., Suite 102  
Pulaski, Virginia 24301  
(540) 980-7470 - Phone  
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Due to the COVID-19 pandemic, and pursuant to the Virginia Supreme Court Order Declaring a *Judicial Emergency* dated 3/16/2020, all Pulaski County General District Court criminal, traffic and civil cases, with limited exceptions, scheduled from 3/16/2020 to 4/6/2020 will be continued to a later date. Please refer to the court website at [www.vacourts.gov](http://www.vacourts.gov) (case information) for continuance dates. **INSTRUCTIONS FOR ACCESSING CASE INFORMATION FOLLOW.** You will receive a notice in the mail at the address the court has on file advising of the new date for your case. If your address is not current or correct, you must **IMMEDIATELY** contact the court so that notices reach you timely.

Petitions for preliminary protective orders filed between 3/16/2020 and 4/24/2020 will be accepted, but the preliminary hearing will be by affidavit only, with petitioner not required to appear before the court. Notice will be sent to all parties regarding permanent protective order hearing dates. For any preliminary protective order petition that is denied, notice of the denial will be sent to the petitioner at the listed address on the petition. If the petitioner has provided a valid phone number to the clerk at the time of filing, a phone call notification will also be attempted.

The Court will conduct hearings by video or telephone whenever possible.

The Court will be exercising a liberal continuance policy during the pandemic period. If you are a party to a case and feel ill, have been exposed to someone with confirmed COVID-19 or a person exhibiting symptoms of COVID-19, including, but not limited to fever, cough, or shortness of breath, please **CONTACT BY PHONE** the clerk's office regarding a continuance **PRIOR** to your scheduled court date. If you have traveled internationally since January 1, 2020, you should request a continuance. Additionally, if you are a person who is in a high-risk category as defined by the Centers for Disease Control (CDC), call the clerk of court to request an appropriate accommodation.

This is a developing situation, and the Court will continue to balance the public health needs in the Commonwealth with the timeliness of hearings. Please understand that if you have a case pending, it is your responsibility to monitor the court's website, local news media, and the mail in order to remain informed. You may also contact the clerk's office by phone with any

questions. Every effort will be made to ensure that each person has actual notice of future hearing dates through the previously listed means.

These policy updates are directed to defendants with cases pending. Visitors who are not summonsed or subpoenaed for court or engaging in business within the clerk's office will be prohibited from entering clerk's offices or courtrooms. Only parties to cases and subpoenaed witnesses will be allowed in the court rooms. Persons with clerk's office business are encouraged to go online to access services where possible, and to take sanitary precautions as directed by the CDC. Additionally, anyone who is seeking information is directed to contact the clerk's office by phone.

**IN PERSON VISITS ARE STRONGLY DISCOURAGED UNLESS NECESSARY TO CONDUCT BUSINESS WITH THE COURT, OR YOU ARE APPEARING FOR A HEARING THAT HAS NOT BEEN CONTINUED BY THE COURT.**

The Court will continue to serve the public justly, promptly and economically during these challenging times. Thank you for your cooperation and patience in these matters.

Instructions for accessing case information, to include hearing dates:

1. Please visit [www.courts.state.va.us](http://www.courts.state.va.us)
2. On the left side of the screen, please choose "Case Status and Information"
3. Select "General District Court Case Information" under the General District Court heading
4. Accept the terms and conditions if you choose to proceed; if you do not wish to accept the terms and conditions, you will need to contact the clerk's office by phone.
5. On the left side of the screen, please choose the appropriate court from the drop-down list.
6. On the left side of the screen, please select "Name Search" under the appropriate case type, Traffic/Criminal, or Civil.
7. Enter your last name, first name, and middle initial in the appropriate fields as indicated.
8. If you are unable to find your name or case listed after completing the above steps, please contact the clerk's office by phone at 540-980-7470.