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Superior Court  
Of Snohomish County

ADMINISTRATIVE ORDER 38 - 20

SNOHOMISH COUNTY SUPERIOR COURT  
EMERGENCY ORDER

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Adopted: March 10, 2020

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Effective March 10, 2020, this Emergency Order shall be in effect for Snohomish County Superior Court and shall remain in effect until rescinded by the Snohomish County Superior Court Presiding Judge. This order shall apply to all those persons who are transacting business with Snohomish County Superior Court and shall include but not be limited to attorneys, parties, witnesses, and jurors.

1. Anyone showing signs of illness or feeling ill SHALL NOT enter the Snohomish County Superior Court/DJJC Courtrooms or Superior Court Program Offices. Anyone in the high-risk categories for the coronavirus may also seek to avail themselves of the policies set forth in this Emergency Order.
2. Anyone who cannot enter the Courtroom or those in the high-risk category who wish to avail themselves of this order SHALL contact the appropriate person/department to request other arrangements be made related to their court business.
3. For matters on the Court Commissioner calendars, the phone contact number is 425-388-3587.
4. All parties shall only note matters of an emergent nature on the Court Commissioner calendars and the Judges' Civil Motion Calendar.

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5. At this time, the maximum number of cases that will be confirmed on any Court Commissioner calendar is ten (10). Any cases attempting to be confirmed after ten (10) have been confirmed on any particular day shall either be moved by agreement to a different calendar or the matter shall be stricken and will need to be re-noted for hearing.
6. For any matter on the Judges' Civil Motions calendar, the contact person shall be the law clerk for the Judge assigned to civil motions on the day set for hearing the motion. At the sole discretion of the Judge assigned to a Civil Motions Calendar the number of matters which may be permitted to be confirmed may be limited. If a matter is unable to be confirmed due to a limit, the matter shall either be continued by agreement to a new date or the matter will be stricken and will need to be re-noted.
7. For any preassigned matters, the contact person shall be the law clerk for the Judge assigned the case.
8. For any cases on the trial call calendar that are not preassigned for trial, the contact person shall be Lauren Malpica, who can be reached at 425-388-7335 or [Lauren.Malpica@snoco.org](mailto:Lauren.Malpica@snoco.org).
9. For any court matters which do not have a designated person to contact or for other questions, please call Snohomish County Court Administration at 425-388-3421.

Dated this 10th day of March, 2020

BRUCE I. WEISS

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Bruce I. Weiss, Presiding Judge