

For Everyone's Protection

# FACE COVERINGS REQUIRED FOR ENTRY

FOR ALL PERSONS AGED 10 AND OVER



Face coverings should cover mouth and nose

The requirement to wear a face covering does not apply to the following:

1. While eating or drinking
2. Individuals exercising or using exercise equipment
3. Any person who has trouble breathing, or is unconscious, incapacitated, or otherwise unable to remove the face covering without assistance
4. Any person seeking to communicate with the hearing impaired and for which the mouth needs to be visible
5. When temporary removal of the face covering is necessary to secure government or medical services
6. Persons with health conditions that prohibit wearing a face covering.  
Nothing in this Order shall require the use of a face covering by any person for whom doing so would be contrary to his or her health or safety because of a medical condition.



Executive Order 63 (2020)

*Thank You*

COVID Health Questions:

If anyone answers yes to one of these questions and it has happened **within the last 14 days** they need to provide their contact information and then leave the courthouse and call the Clerk's Office by telephone.

1. Traveled internationally, or to states that have a high number of COVID-19 cases, such as New York, New Jersey, Illinois and/or Massachusetts
2. Been directed to quarantine, isolate, or self-monitor
3. Been diagnosed with, or have had contact with anyone who has been diagnosed with COVID-19
4. Experienced a fever, cough, or shortness of breath; or
5. Resided with or been in close contact with any person in the above-mentioned categories.

Please check beside the affirmative response.

Print name: \_\_\_\_\_

Date: \_\_\_\_\_

Current  
Address: \_\_\_\_\_

\_\_\_\_\_  
Telephone Number: \_\_\_\_\_

Maximum occupancy in the clerk's office to maintain social distancing is **5 people**. Please make sure you stand on the designated mark and **DO NOT** approach the window until asked by the Clerk.

Only the person that has business to handle is allowed in the Clerk's office.

## **Payment Options**

**Your amount is due within 30 days of your court date. You may contact the clerk's office by telephone to find out the amount you owe and set up any payment arrangements. Our office hours are Monday through Friday from 8:00 a.m. to 4:00 p.m. except legal holidays. The phone number is (804) 598-5665. You may also go online to check your balance and pay at [www.courts.state.va.us](http://www.courts.state.va.us). You must be on a computer and not your smart phone to make the payment.**

**The clerk's office can take your payment over the telephone at (804) 598-5665. There is a 4% fee added to your total when you pay over the telephone or on the website.**

**You may pay in the clerk's office in person Monday through Friday from 8:00 a.m. to 4:00 p.m. If you pay with a credit card in person you will also pay the additional 4% fee.**

**You may pay by check with your check made payable to "Powhatan Combined District Court" and you may mail it to 3880 D Old Buckingham Road, Powhatan, VA 23139 or pay in person.**

**We also accept cash, money order, and cashier's checks.**

**Please note that if you choose to pay in person, you must come into the clerk's office by yourself and there may be a line, as we will adhere to the social distancing policies due to the COVID-19 illness.**