

ESTABLISHMENT OF BUSINESS HOURS

The standard business hours for the intake counters of the office of the clerk of court will be from 9:00 a.m. to 4:00 p.m. local time, every day except Saturdays, Sundays, legal holidays, and other days so ordered by the Court.

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**RELATED AUTHORITY**

None

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**Advisory Committee Notes:**

Clerk's office staff is available for telephone assistance between the hours of 8:00 a.m. and 5:00 p.m., and to handle any emergency matters as needed.