

**THE COURT SYSTEM IS OPEN AND OPERATING; HOWEVER, IN RESPONSE TO COVID-19, ACCESS TO THE COURTHOUSE IS RESTRICTED.**

The courthouse will screen and restrict access to ensure the safety and health of all courthouse occupants.

**1. In the last 14 days, have you or any member of your household been diagnosed with COVID-19?**

**IF YOU ANSWER YES, YOU CANNOT ENTER THE COURTHOUSE OR HAVE ANY IN-PERSON CONTACT WITH COURT PERSONNEL.**

**2. Do you or anyone with you have a temperature greater than 99.5° F AND one or more of the following symptoms?**

- Cough
- Sore throat
- Muscle aches
- Headache
- Diarrhea

**IF YOU ANSWER YES, YOU CANNOT ENTER THE COURTHOUSE OR HAVE ANY IN-PERSON CONTACT WITH COURT PERSONNEL.**

**3. Have you traveled internationally within the last 14 days or returned from a community where community-based spread of COVID-19 is occurring?**

**IF YOU ANSWER YES, YOU CANNOT ENTER THE COURTHOUSE OR HAVE ANY IN-PERSON CONTACT WITH COURT PERSONNEL.**

**If you answered “YES” to any of the above questions, only phone contact is permitted. Please call the Clerk of Court’s office at:**

**\*\*Individuals admitted should be prompt and limit their time in the courthouse. Keep 6 feet away from all other individuals and do not enter any other areas of the courthouse. Individuals not following these guidelines will be asked to leave the courthouse.\*\***

## COURT HEARINGS

### 1. Do you have court scheduled for TODAY?

If "YES," for admittance to the courthouse, call the Clerk of Court's office at:

\_\_\_\_\_

You must be a party, defendant, victim, or witness to be admitted. The number of participants is restricted by Governor Kim Reynolds' order to no more than 10 individuals. Even if admitted, you may be unable to attend the court proceeding.

If "NO," tourists or individuals who did not have specific court business are NOT allowed inside of the courthouse.

### 2. Do you have court on a FUTURE date?

Please call the Clerk of Court's office at: \_\_\_\_\_

## PAYMENTS

Do you need to make a payment?

- Payment of any fines, surcharges, court costs, restitution, or court-appointed attorney's fees may be paid:

(1) **By mail:** Send your payment by check, cashier's check, certified check, or money order;

**Clerk of Court**  
**STREET ADDRESS**  
**XXXXX, IOWA**

(2) **In person:** At the Clerk of Court's office using the same payment methods listed above, including cash, VISA, MasterCard, Discover, or American Express;

\*Use Dropbox - Please use the envelopes and include your name, case number, amount, and phone number if there are any questions. If you are paying in cash, please make sure you write the amount of cash you have included in the envelope for payment.

(3) **By Phone:** Using VISA, MasterCard, Discover, or American Express with the Clerk of Court or by calling the new statewide pay by phone (515)348-4788; and

(4) **Online:** At [www.iowacourts.gov](http://www.iowacourts.gov) using VISA, MasterCard, Discover, or American Express.

**PETITIONS FOR RELIEF FROM DOMESTIC ABUSE,  
ELDER ABUSE, OR SEXUAL ABUSE**

If you wish to file a petition for relief from domestic abuse, elder abuse, or sexual abuse, please call the Clerk of Court's office at:

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**OR**

If you are in Woodbury County and Plymouth County, for help and assistance in filing, call Council on Sexual Assault and Domestic Violence:

- **In Sioux City – 712-258-7233**
- **In LeMars – 712-546-6764**
- **Toll Free – 1-800-982-7233**

If you are in Lyon, Osceola, Dickinson, Emmet, Sioux, O'Brien, Clay, Palo Alto, Cherokee, Buena Vista, Pocahontas, Ida, Sac, Calhoun, Monona, Crawford, or Carroll, please call the Family Crisis Center hotline at (800) 382-5603 for help and assistance in filing. You may be asked your location so the closest advocate can contact you and help with your application.