



STATE OF MICHIGAN

61ST DISTRICT COURT

KENT COUNTY COURTHOUSE
SUITE 3200-A
180 OTTAWA N.W.
GRAND RAPIDS, MICHIGAN 49503-2751
PHONE: (616) 632-5593
FAX: (616) 632-5592

Chief Judge
MICHAEL J. DISTEL

Chief Judge Pro Tempore
JENNIEFR L. FABER

GARY P. SECOR
Court Administrator

TANYA TODD
Clerk of the Court

61ST DISTRICT COURT – GRAND RAPIDS

STATE OF EMERGENCY NOTICE (Amendment #4)

Chief Judge Michael J. Distel, acting pursuant to MCR 8.110(C)(2)(c) and (3)(C) and recognizing the states of emergency declared by the President and the Governor, hereby orders that the 61st District Court of Michigan located at the Kent County Courthouse, 180 Ottawa NW, Grand Rapids Michigan shall suspend all operations beginning March 18, 2020 through May 15, 2020, **except for the following:**

- Felony and misdemeanor arraignments of defendants held in custody (conducted by video);
- Arraignments on felonies and serious criminal offenses for individuals released from custody prior to video arraignment (as ordered by the Court at the time of release from custody);
- Probable Cause Conferences;
- Scheduled Preliminary Examinations;
- Trials for incarcerated individuals;
- Sentencing for incarcerated individuals;
- Other emergency proceedings as necessary.
- May also conduct other proceedings remotely whenever possible, depending on the technology and resources available pursuant to Supreme Court Administrative Order 2020-6.

Additionally:

- In the interest of public health, the public is strongly encouraged not to attend court proceedings unless absolutely necessary or unless ordered by the Court.
 - Court payments may be made utilizing online-payments as usual at www.grcourt.org.
 - Access to court records can be made utilizing the Record Search function at www.grcourt.org.

- Court window services will be closed. All new call Landlord Tenant (LT), General Civil (GC), and Small Claims (SC) complaints will only be accepted in the mail or by depositing in the Civil Dropbox located outside the entrance to Suite 1400, which is located by Hearing Room 1A toward the back of the 1st floor of the Courthouse.
 - Be sure your filing is accurately filled out. We accept all filings, but inaccurate information may cause your filing to be delayed or rejected.
 - Attach a check, money order, or certified check with each filing. Without the necessary filing fee your filing will be rejected.
 - Include all contact information.
 - Include a return envelope complete with stamp and return address.
 - Be sure to list your court officer if personal service is necessary.

Helpful Information Numbers:

Criminal /Traffic Division – (616) 632-5525

Civil Division – (616) 632-5555

Probation Department – (616) 632-5650



Michael J. Distel
Chief Judge



Date