

Fond du Lac Band of Lake Superior Chippewa Tribal Court
Temporary Administrative Order
COVID-19 Changes to Operations
March 17, 2020

TRIBAL COURT CLERK

Out of concern for public health and preventing the spread of COVID-19, the Fond du Lac Tribal Court is moving to restrict operations to reduce the number of people coming into court facilities.

As of March 17, 2020, all in person interactions with the Court are suspended. The Court discourages the public from making any non-essential visits to court facilities.

Contacting the Court Clerk

- The Court's telephone will be monitored and responses will be made by return call.
 - The Court's telephone number is 218-878-7151
- The Court's email will be monitored and questions may be sent to:
courtadministrator@fdlrez.com
- Requests for copies, licenses and other similar matters may be arranged by email at
courtadministrator@fdlrez.com

Filings

- **By mail-** The mail will be checked daily. Filings can be mailed to:
Fond du Lac Tribal Court
1720 Big Lake Road
Cloquet, MN 55720
- **By Fax-** the Court's fax number is 218-878-7169. The fax machine will be checked daily. Please see Section 124 of the Civil Code for fax filing procedures and fees.
- **By email-** filings can be mailed as a pdf to courtadministrator@fdlrez.com.
- **In person-** filings may be placed in the mailbox outside Court Clerk's door. This will be checked daily. If the Resource Management & Tribal Court Building is not accessible to the public, please contact the Clerk to make arrangements.
- **Filing Fees-** all filing fees still apply. See below for payment options.

Hearings

- All hearings and trials are postponed until after April 30, 2020. Postponements might be extended, depending on the public need for further protections.
- All matters previously scheduled for April 6, 2020 are postponed to a date to be set in the future.
- For all citations, defendants and the Band need not appear for any trials scheduled before April 30, 2020, but defendants must ensure that the Court has a current mailing address where notice of a new trial date or further postponement can be mailed.

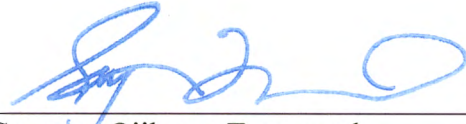
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Payments

- Filing fees, fine payments and fax fees can be made in the following ways:
 - **By mail**- The mail will be checked daily. Payments can be mailed to:
Fond du Lac Tribal Court
1720 Big Lake Road
Cloquet, MN 55720
 - **In person at the Court**-put payments by check or money order in a sealed envelope in the mailbox outside Court Clerk's door. This will be checked daily. If the Resource Management & Tribal Court Building is not accessible to the public, please contact the Clerk to make arrangements. A receipt will be mailed to you.
 - **In person with Accounting**-if you wish to pay by cash, follow the policy issued by Accounting. Be sure you get a receipt for payments made with accounting and file that receipt with the Court. A copy will be mailed to you

PLEASE NOTE, if you leave anything for the Court or Accounting it must include your name, phone number, address and the date. If you have a case number, please also reference that number. If there are any issues, we will need to be able to make contact with you.

Dated this 17th day of March, 2020



Suzanne Ojibway Townsend
Chief Judge