RULES OF CONDUCT

MAGISTRATE COURT OF TOMBS COUNTY

PRE-WARRANT APPLICATION HEARINGS

1. TIMELINESS: THE MAGISTRATE COURT WILL PROCEED TO DISPOSE OF ANY CASE IF A PARTY IS NOT PRESENT WITHIN TEN MINUTES OF THE SCHEDULED TIME OF THE HEARING. Being on time to court is important. The court schedule has been adjusted to make the proceedings take as little time as possible. While the court may be running late occasionally, when the court schedule is on time, a party that is late may miss their day in court. If for any reason you are going to be late to court, you should call the court clerk and advise of the time of your arrival. Requests for continuances must be approved by the court prior to the hearing.
2. DRESS: APPROPRIATE DRESS AND ATTIRE IS REQUIRED. THE FOLLOWING ARE SOME EXAMPLES OF WHAT IS NOT ALLOWED:

No tank tops.

No shorts or other than dress length shorts within two inches of the knee.

 No tee shirts with offensive writing, pictures, or slogans.

No hats.

No sunglasses except prescription.

No cocktail dresses.

No mini skirts.

No gang related clothing, “colors”, belts hanging down, etc.

No tight or revealing clothing, etc.

No baggy pants.

The suitability of the dress of anyone in the courtroom is at all times in the sole discretion of the judge. Govern yourself accordingly.

1. CHILDREN: CHILDREN UNDER THE AGE OF SIX YEARS ARE NOT ALLOWED IN THE COURTROOM. Children tend to create disturbances which cause the court and parties to lose concentration. Additionally, it is not fair to the child to expect the child to sit quietly and patiently for adults to conduct a hearing.
2. COURTROOM CONDUCT: WHEN COURT IS IN SESSION, THERE IS ABSOLUTELY NO TALKING OR WHISPERING ALLOWED. If you feel that you must talk, you may do so outside the courtroom. Also reading a newspaper or any other such distraction is not permitted. You may read a book or magazine, so long as it is not distracting to those around you.  ALL CELL PHONES MUST BE TURNED OFF OR PLACED ON MUTE/SILENT MODE. IF YOUR CELL PHONE RINGS IN THE COURTROOM THE SHERIFFS DEPUTY WILL TAKE YOUR PHONE AND KEEP SAME UNTIL COURT IS ADJOURNED, AT WHICH TIME YOU MAY ASK THE DEPUTY FOR YOUR PHONE.
3. EXITING COURTROOM: ENTRY INTO AND EXITING FROM THE COURTROOM SHOULD ONLY BE DONE BETWEEN CASES. There should be no moving about the courtroom while court is in session.
4. ALL TOBACCO PRODUCTS ARE PROHIBITED.
5. THE JUDICIAL OFFICER IS TO BE ADDRESSED AS “JUDGE” OR “YOUR HONOR” EVER BY FIRST NAME.COURT PROMISES
6. THE COURT PROMISES TO BE PUNCTUAL IN BEGINNING COURT AND WILL ENDEAVOR TO STAY ON SCHEDULE. It should be understood by all parties that the court will give each case the consideration of time that it deserves. It is difficult for the court to determine ahead of time how long each case will take, but the court will do its best to stay on time.
7. THE COURT PROMISES TO TREAT EACH PARTY WITH RESPECT AND DIGNITY. The curt promises to hear each matter thoroughly, though that does not mean that the party will always get to say everything they want to say. The court will determine what is relevant evidence. The court will strive to completely hear the case.
8. THE COURT PROMISES TO DECIDE MATTERS AS QUICKLY AS POSSIBLE. If a decision is not rendered from the bench, the court will attempt to finalize its decision as soon as possible.

Rizza P. O’Conner                     Deborah A. Sanders                                     Chief Magistrate                     Magistrate

 Van A. Phillips            Jack E. McMillian                               Magistrate                      Magistrate