

MURRAY TOWN COURT  
3840 FANCHER ROAD  
HOLLEY, NY 14470

Listed below are the guidelines that all court litigants are required to follow as the court transfers from Phase II to Phase III. These guidelines and procedures are subject to change as directed by NYSOCA and the 8<sup>th</sup> Judicial District supervisory judges.

1. The court is ready for walk-in service for Civil Matters, Dangerous Dog Matters, and walk-in DMV. It should be noted that nothing is being scheduled at the time of this memo.
2. Face coverings are required. Face masks are always required in the court room and the judges' chambers.
3. The litigants enter and exit through the door on the west side of the court.
4. The court room will seat approximately 90 persons, the court personnel is limiting to not more than two (2) different litigants at a time in the court room.
5. There is only one-way traffic. All litigants must enter and exit through the west side entrance / exit.

Dated: June 15, 2020

Hon. Gary P. Passarell

Hon. Theodore R. Spada, Jr.