

**COURT OPERATIONS EFFECTIVE**  
**MARCH 23, 2020 UNTIL FURTHER NOTICE**

**1. THE COURT WINDOW WILL BE CLOSED TO THE PUBLIC; TRAFFIC/CRIMINAL PAYMENTS MAY BE MAILED OR MADE ONLINE AT**

**[www.hardincourts.com/MCSite](http://www.hardincourts.com/MCSite)**

**2. THE OFFICE PHONES WILL BE MANNED FROM 8:30 AM TO 12:00 PM AND FROM 12:30 PM UNTIL 2:00 PM.**

**3. FILINGS MAY BE MADE BY FAX TO 419-674-4096. INCLUDE A COVER SHEET AS WELL AS FOLLOWING OUR LOCAL RULE TO BE CONSIDERED A FILING (LOCAL RULES MAY BE FOUND AT [www.hardincourts.com/MCSite](http://www.hardincourts.com/MCSite))**

**4. MAILED FILINGS AND PAYMENTS WILL BE ACCEPTED, AND THIS IS THE PREFERRED METHOD OF FILING IF POSSIBLE. MAIL TO: HARDIN COUNTY MUNICIPAL COURT, P.O. BOX 250, KENTON, OH 43326.**