

Ingham County
30th Judicial Circuit Court

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JANELLE A. LAWLESS
Chief Circuit Judge

SHAUNA DUNNINGS
Circuit Court Administrator

HARRY MOXLEY
Deputy Court Administrator/
Friend of the Court

RHONDA K. SWAYZE
Deputy Court Administrator /
General Trial Division

SCOTT LEROY
Deputy Court Administrator /
Juvenile Division

IN THE MATTER OF:

COURT CLOSURE TO
CONDUCT PENDING INVENTORY

ADMINISTRATIVE ORDER 2017-03

IT IS ORDERED:

This administrative order is issued in accordance with MCR 8.110(C). The purpose of this order is to close the Offices of the Clerk of the Court for the 30th Circuit Court at the Veterans Memorial Courthouse in Lansing and County Courthouse in Mason to the public on December 14 and 15, 2017, in order to conduct a pending inventory.

All emergency matters (including emergency filings) will be conducted while the Circuit Court Clerk's Offices are closed to the public.

Notice of the Circuit Court Clerk's Office closure and how emergency matters and filings shall be accomplished during the closing shall be given to the public, the court's funding unit, and other affected agencies and officials (attached). Notice shall include a sign posted at each location.

This order is effective upon approval by the State Court Administrative Office and expires on December 16, 2017.

Dated: 12/01/2017


Hon. Janelle A. Lawless
Chief Circuit Judge