

Effective Monday, March 30, 2020 Until Further Notice

The Putnam County Clerk of Courts will have limited In Person Access. These changes address the potential spread of COVID-19 and are needed for the general safety and wellness of all personnel and the public.

Most of our services are available online at www.clerk.putnam-fl.com or you can call us at (386) 326-7600.

A Drop-Box will be available outside our Customer service area **during normal business hours only** for Court filings, Official documents for recording, and payments. Customer Service is located at 518 St. Johns Avenue, Building E, Palatka Florida 32177.

If you are recording a **Notice of Commencement** we will email a recorded copy to the Building Department for you so that you will not need to return this document to them. We will mail you the original for your records.

MARRIAGE LICENSES WILL ONLY BE ISSUED FOR PUTNAM COUNTY RESIDENTS

WE ARE NOT PROCESSING ANY PASSPORTS UNTIL FURTHER NOTICE

IF YOU COME TO CUSTOMER SERVICE YOU WILL BE GIVEN A PHONE NUMBER TO CALL FOR ASSISTANCE BEFORE COMING INTO THE BUILDING

To enter into the Putnam County Customer Service area or the Courthouse you must be here to conduct essential business only as outlined by Supreme Court Order, including:

- First appearance Hearings
- Criminal arraignments, when necessary
- Hearings on motions to set or modify monetary bail for individuals who are in custody
- Juvenile detention hearings
- Juvenile dependency shelter hearings
- Petitions for judicial review of notice pursuant to section 394.01114, Florida Statute
- Hearings on petitions for the appointment of emergency temporary guardian
- Risk protection orders and hearings
- Injunctions for protection against domestic violence, stalking, repeat violence, and sexual violence, and hearings
- Injunctions for protection against exploitation of a vulnerable adult
- Baker Act and Marchman Act proceedings
- Extraordinary writs, related to the state of emergency or public health emergency including, but not limited to violation of quarantine or isolation orders, violation of orders to limit travel, violation of orders to close public or private buildings, enforcement of curfew orders, habeas corpus petitions, and mandatory vaccinations
- Any other emergency or time sensitive matter as determined by the chief judge

Thank you for your patience and understanding,

Tim Smith
Putnam County Clerk of Courts