

IN RE: PUBLIC ACCESS TO THE : **IN THE COURT OF COMMON PLEAS**  
COURTHOUSE AND SERVICES : **OF BERKS COUNTY, PENNSYLVANIA**  
DURING THE BERKS COUNTY : **23<sup>RD</sup> JUDICIAL DISTRICT**  
JUDICIAL EMERGENCY : **NO. 20-3264**  
DUE TO COVID-19 :  
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**COURTHOUSE AND SERVICES CENTER ENTRANCE HOURS:**

**MONDAY – FRIDAY 8AM - 6PM - USE SERVICES CENTER**

**MONDAY- FRIDAY 6PM – 8AM - USE COURTHOUSE**

**WEEKENDS (6PM FRIDAY - 8AM MONDAY) - USE COURTHOUSE**

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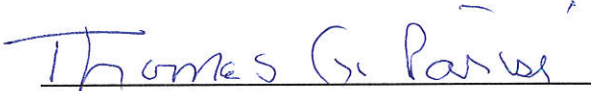
AND NOW, this 27<sup>th</sup> day of March, 2020, it is hereby ORDERED,  
ADJUDICATED, and DECREED that, effective immediately:

1. There will be a single entry point for all County visitors. Monday through Friday from 8:00am to 6:00pm, the single entry point shall be through Reed Street entrance of the Berks County Services Center. Monday through Friday from 6:00pm until 8:00am, the single entry point shall be through the Court Street entrance of the Courthouse or ADA entrance, if required.
2. Anyone needing to file a City Police Report may enter the Courthouse at the Court Street entrance seven days a week.
3. From 6:00pm Friday through 8:00am Monday, the Services Center entrances will be closed and all public visitors filing Emergency Motions, City police reports, Emergency PFA's or having necessary and essential business with the Magisterial District Courts must enter at the Court Street entrance of the Courthouse.
4. Any other access to the Berks County Courthouse and Services Center shall be limited exclusively to elected officials whose offices are maintained in the

respective Courthouse and Services Center, county commissioners, department heads, essential employees who have not been permitted to work remotely, attorneys with court business, parties to a case that has not otherwise been continued, subpoenaed witnesses or victims in proceedings being held, prospective jurors at the time trials resume, members of the public who have official County business that must be conducted in person or have prescheduled appointments with the Court or County departments, and members of the media. Any person who believes they are being unjustly denied access to the Berks County Courthouse or Services Center for judicial business should immediately contact Court Administration.

5. County and City employees who must enter the Courthouse and Services Center will have separate arrangements pursuant to a secondary order.
6. This Order is an amendment to the Administrative Order of March 16, 2020.
7. An ADA accessible entrance is available for any who require it. For the Courthouse, the ADA entrance is between the Courthouse and the former Bank Building on the North side.

BY THE COURT:

  
Thomas G. Parisi,  
President Judge

SUPREME COURT DOCKET 53 MM 2020