



**“City of Choice”**

## **Municipal Court Rules**

### **Do's**

- Be on time. Check in begins at noon.
- Dress appropriately
- Silence cell phones and pagers
- Monitor children
- Be respectful to all Court personnel

### **Do Not's**

- Bring food or drinks in the courtroom (ONLY bottled water is allowed)
- Picture taking (cell phone or camera)
- Talking loudly in the courtroom
- Bring weapons, drugs or alcohol

### **Attire**

All persons attending sessions of the Court shall wear, at a minimum, a shirt (blouse, sweater, etc.), pants or skirt, and shoes. The following attire is deemed by the Court to be inappropriate for Court sessions:

- Shorts and cut-offs
- Tank tops, muscle shirts, clothing with offensive, vulgar, racist, sexist, obscene, or suggestive words, slogans, depiction, or pictures, including grotesque creatures
- Provocative clothing designed or styled to provoke emotion or disruption of Court proceedings.

### **Conduct**

The Court adopts the following rules of conduct for all Court proceedings:

- All persons scheduled to appear before the court must appear at the time scheduled.
- All persons present in the courtroom will rise when the Judge enters the courtroom and will remain standing until you are instructed to be seated.
- Persons appearing before the court shall not argue with the judge or court personnel.
- Address the court as Your Honor or Sir.
- Persons addressing the Court will not talk at the same time as the Judge, counsel or clerks.
- Do not approach the Judge's bench without permission.
- Persons standing at the Judge's bench will not rest their arms on the bench.



### **“City of Choice”**

- Racist, sexist, obscene, or profane language or gestures are prohibited, unless they are pertinent to a case being heard by the Court, or are elicited and quoting from facts in the case.
- Conduct that disturbs or distracts the Judge, counsel, witnesses, or other Court personnel is prohibited.
- The reading of newspapers, magazines, periodicals, books, etc. in the courtroom during proceedings is prohibited.
- Food and drinks with the exception of sealed water bottles are not permitted in the courtroom.
- No weapons are permitted in the courtroom, except those carried or possessed by law enforcement officers, or as needed for evidence in Court, without permission of the Judge.
- All pagers & cellular phones carried into the courtroom must be turned to silent mode or turned off.
- Picture taking is prohibited in the courtroom.