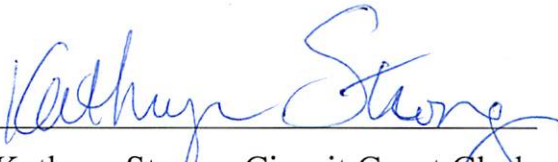


***SUMNER COUNTY CIRCUIT COURT CLERK'S OFFICE
PROCEDURES EFFECTIVE MARCH 16 – MARCH 31***

Pursuant to the Order of the Tennessee Supreme Court suspending all in-court proceedings through March 31, 2020, the Clerk's office has adopted the following procedures:

1. All litigants, witnesses, attorneys, probation officers and other court attendees should call the clerk's office prior to coming to the office to see if your matter can be handled over the phone or online. All in-person contact in the clerk's office is to be limited for the protection of the public and our employees.
2. The clerk's office will temporarily allow pleadings to be filed via e-mail. We have set up the following email addresses to only be used for filing documents:
 - Circuit (Civil and Criminal) – filingcircuit@tncourts.gov
 - General Sessions and Juvenile – filinggs@tncourts.gov
3. All fax filing fees are temporarily suspended.
4. All auctions, sales, etc. that normally take place inside the courthouse lobby will be moved off the premises completely or will take place outside on the steps.

Thank you for your patience and understanding during this time. We will continue to update you as necessary. If you have any questions, please do not hesitate to call at 615-452-4367.


Kathryn Strong, Circuit Court Clerk