

**STATE OF WASHINGTON COURT OF APPEALS
DIVISION I**

IN THE MATTER OF THE)	
RESPONSE BY DIVISION I,)	EMERGENCY ORDER #1
COURT OF APPEALS TO THE)	RE: COURT OPERATIONS
PUBLIC HEALTH EMERGENCY)	
IN WASHINGTON STATE)	
_____)	

WHEREAS, on February 29, 2020, Governor Inslee proclaimed a state of emergency due to the novel coronavirus disease (COVID-19) outbreak in Washington; and

WHEREAS, on March 13, 2020, President Trump declared a national emergency due to the novel coronavirus disease (COVID-19) outbreak across the United States; and

WHEREAS, during this state of emergency, the Centers for Disease Control and Prevention and the Washington State Department of Health strongly urge all organizations to impose social distancing measures and other restrictions on public gatherings; and

WHEREAS, on March 4, 2020, Washington Supreme Court Chief Justice Debra Stephens entered Order No. 25700-B-602, in response to the declared public health emergency in Washington State; and

WHEREAS, the Court of Appeals, Division I has public office space in the One Union Square Building in downtown Seattle and it cannot effectively be managed to ensure compliance with recent public health guidelines, and keeping the clerk's office open to the public and holding in-person hearings poses a significant health risk to visitors, litigants, and court staff; and

WHEREAS, all essential functions of the Court of Appeals, Division I can continue uninterrupted without the clerk's office remaining open to the public,

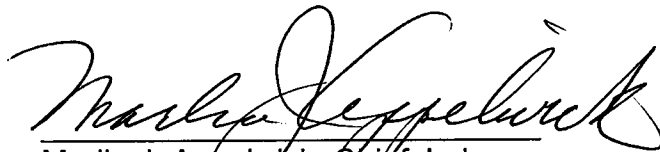
NOW, THEREFORE, pursuant to the Court's power to administer justice and to ensure the safety of court personnel, litigants, and the public,

IT IS HEREBY ORDERED:

Effective March 20, 2020, the Court of Appeals, Division I clerk's office shall be closed to the public and all in-person hearings are suspended until further order of the Court. (See Appendix to this order for contact information.)

Dated this 18th day of March, 2020.

For the Court:



Marlin J. Appelwick, Chief Judge
Court of Appeals, Division I

**Appendix to the March 20, 2020, Emergency Order
Suspending In-Person Proceedings and Closing
The Division I Clerk's Office**

CONTACT INFORMATION:

- 1) Our main phone number is 206-464-7750.
- 2) You can email us at: coa1@courts.wa.gov
- 3) Filings for Division I Clerk' Office can be made by:

Filing through the Appellate Court Portal:

<https://ac.courts.wa.gov/index.cfm>

Sending the filing to the Clerk's Office by U.S. mail:

**Court of Appeals, Division I
600 University Street
One Union Square, Lobby Level
Seattle, WA. 98101**

For UPS and FedEx deliveries please call in advance.