

**RULE 5. Court Hours and Facilities**

The court facility at 800 Broadway shall be open for the general transaction of business Monday through Friday from 8:00 a.m. to 4:00 p.m., excepting legal holidays. The Youth Center clerk's office at 2020 Auburn Avenue is open to the general public for the filing of delinquency and unruly actions from 8:00 a.m. to 6 p.m., Monday through Friday. Telephone ex parte emergency orders in abuse, neglect, or dependency cases are processed by the Youth Center clerk's office after regular business hours.

Any person entering court facilities at 800 Broadway or 2020 Auburn Avenue is subject to scanning by a metal detector and to a search of any bag, case, or parcel by security personnel. Smoking is prohibited in all court facilities.

The sessions of court at 800 Broadway shall be conducted Monday through Friday 8:00 a.m. to 4:00 p.m., excepting legal holidays. The court may be in session at such other times and hours as the presiding judge or magistrate shall prescribe to meet the special conditions of a case.

Official sessions of court may be conducted for selected cases in various community facilities and schools as the court may from time to time deem appropriate.

*(Amended, eff. 3-2-06, 1-1-09.)*