

AMENDED OPERATING PROCEDURES IN REGARD TO THE
COVID-19 VIRUS AS OF MARCH 23, 2020

In light of the most recent Orders issued by Chief Justice Donald W. Beatty in regard to the COVID-19 threat to our communities, the Spartanburg County Probate Court services are hereby modified in an effort to reduce the spread of germs and viruses. Our goal remains to reduce the person-to-person contact that is inherent in normal court operations. Therefore, the Court will continue to conduct as much business as it can via phone, email, and mail.

Due to the steady influx of marriage license applicants, the Court deems it necessary to curtail taking in-person applications until the threat of this virus has passed. We have uploaded a marriage application along with instructions of documents required at <https://www.spartanburgcounty.org/153/Probate-Court>. Please print the application, sign it before a Notary Public, and mail it (along with the documentation required by law as stated in the instructions) to Spartanburg County Probate Court, Marriage Division, 180 Magnolia Street, Spartanburg, SC 29306. The application must also be accompanied by a money order or cashier's/certified check for \$75.00 to cover the application fee. After the twenty-four (24) hour waiting period has expired, the Court will mail the marriage license to the address of Applicant A, unless otherwise instructed by the applicants.

The Court has suspended the performance of wedding ceremonies effective March 23, 2020, until further notice.

By Orders dated March 18, 2020, Chief Justice Beatty has cancelled all terms of court for both the Circuit and Family Courts through May 1, 2020. Therefore, this Court, as part of the unified judicial system, is also cancelling all non-emergency hearings for the same period. If you have a non-emergency hearing scheduled with the Court during this time frame, please contact the Court at your earliest convenience to reschedule the hearing. The Court will, of course, be available for emergency hearings that are needed during this time.

In addition, all appointments currently scheduled with the Probate Court through May 1, 2020, will be cancelled. If at all possible, please consider mailing to the Court the appropriate forms and accompanying filing fees, if applicable, and the Court's staff will process these without your having to come into the office. If you cannot handle the filings through the mail, court staff will be available by phone and email to answer any questions you may have regarding the rescheduling of these appointments.

The Court will remain open for the receipt of all filings, including without limitation, filings to open estates, inventories and appraisals, accountings, filings to close estates, and petitions, motions, etc.

Thank you for your understanding and cooperation as we all navigate through this COVID-19 crisis.