



PUBLIC NOTICE

3/16/2020

The Helotes Municipal Court is **rescheduling all cases set for a hearing or trial from March 24, 2020 through March 31, 2020**. You will receive a written notice from the Court advising of the new date, time, and location of your rescheduled hearing.

As a result of the current Coronavirus Disease 2019 (COVID-19) threat the **Helotes Municipal Court** is encouraging community members to do the following as relates to any Civil and/or Criminal citations/cases, jury service notice, and/or witness notification a person may have with the **Helotes Municipal Court**:

1. Please ensure you review the options you have on the citation and our city website: <https://www.helotes-tx.gov/city-department/category/municipal-court>
2. Go to our website at: <https://www.helotes-tx.gov/city-department/category/municipal-court> or call our mainline at: **210-695-5903**; M-F 8:00 AM-4:45 PM. (In some instances you can address your citation online or through the mail and not have to appear in person).
3. If you believe you are sick, or have been exposed to someone who is sick, or a member of a high risk group according to the Center for Disease Control please exercise the following options to address your citation, witness notice, or jury service without entering a court facility:
 - a. Call our main line at: **210-695-5903**, M-F 8:00 AM-4:45 PM
 - b. Submit documents to the court for upcoming court dates at the email or fax below
 - c. Submit a request to reset a court date at the email or fax below

Email: helotescourt81@gmail.com

Fax#: 210-695-6520

Please include current complete typewritten or legibly printed: name, address, DOB, phone, email address and citation # (if known), along with a request for reset providing notation as to why. A Judge will review and notice will be provided as to the Judge's decision.

Andrea M. Goff Fontanes

Andrea M. Goff Fontanes, CMCC
Helotes Municipal Court Administrator





The Texas Department of Health and Human Services (DSHS) also has a [COVID-19 webpage https://www.dshs.texas.gov/coronavirus/](https://www.dshs.texas.gov/coronavirus/) with information for the public, travelers, healthcare professionals, public health partners and others. Although there is currently no vaccine to prevent COVID-19, the best way to prevent infection is to take the following precautions:

- Wash your hands often with soap and water for at least 20 seconds, especially after going to the bathroom; before eating; and after blowing your nose, coughing or sneezing. If soap and water are not available, use an alcohol-based hand sanitizer with at least 60 percent alcohol.
- Avoid touching your eyes, nose and mouth with unwashed hands.
- Avoid close contact with people who are sick.
- Stay home when you are sick.
- Cover your cough or sneeze with a tissue, then throw the tissue in the trash.
- Clean and disinfect frequently touched objects and surfaces using a regular household cleaning spray or wipe.

Questions/Concerns about COVID-19: *Contact Bexar County Metro Health Department
Hotline: [210-207-5779](tel:210-207-5779)*