

**IN THE COURT OF COMMON PLEAS
LAKE COUNTY, OHIO**

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MAUREEN G. KELLY
LAKE CO. CLERK OF COURT

**IN RE: US POSTAL SERVICE)
 ADAPTATION OF)
 SIGNATURES DURING)
 COVID-19 HEALTH)
 EMERGENCY)** **JOURNAL ENTRY**

In response to the current public health emergency regarding COVID-19, The United States Postal Service (USPS) has temporarily modified their customer signature capture procedures.

For mail requiring a signature, while maintaining a safe, appropriate distance, the USPS employee will request the customer's first initial and last name so that the employee can enter the information on the electronic screen or hard copy items such as return receipts, PS Forms 3811 and 3829. For increased safety, the USPS employee will ask the customer to step back a safe distance or close the screen/door so that they may leave the item in the mail receptacle or appropriate location by the customer door.

This practice will continue until the current public health emergency period has ceased. The Lake County Common Pleas General Division shall accept this new USPS delivery process as good service for the purpose of any court action during the current public health emergency, pursuant to the Judicial Emergency that was declared by the judges of the Lake County Court of Common Pleas on March 13, 2020.

IT IS SO ORDERED.



PATRICK J. CONDON, Administrative Judge