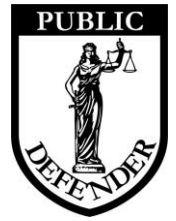


Law Offices of
DIAMOND R. LITTY
PUBLIC DEFENDER
NINETEENTH JUDICIAL CIRCUIT OF FLORIDA



Dear Client or Visitor,

Due to the pandemic, the Office of the Public Defender of the 19th Judicial Circuit has instituted certain safety precautions in accordance with federal, state and local guidance.

One of those precautions is pre-screening clients and visitors before they come to our worksite. Accordingly, before you come to the Office, we ask that you take your temperature and ask yourself the following questions:

1. Do you have a fever in excess of 100.4 degrees or any of the following symptoms (excluding those due to a known medical reason other than COVID-19):
 - Fever or chills
 - Cough
 - Shortness of breath or difficulty breathing
 - Fatigue
 - Headache
 - Muscle or body aches
 - Sore throat
 - Diarrhea
 - New loss of taste or smell
 - Congestion or runny nose
 - Nausea or vomiting
2. Are you currently awaiting the results of a test to determine if you have COVID-19?
3. Are you under instructions to self-isolate or quarantine due to COVID-19?
4. Have you had close contact with someone with a COVID-19 diagnosis or who is awaiting test results for COVID-19? (Close contact means within six feet, for 15 or more minutes.)
5. Have you travelled to an area (domestically or internationally) with a notably high concentration of COVID-19 cases, or have you been on a cruise ship?

NOTE: Friends and family are prohibited from visiting the office unless deemed necessary by your attorney prior to your scheduled appointment.

Please do NOT share your answers with us. However, if your answer to any of the foregoing questions is YES, you will **NOT** be permitted to enter our offices and will need to make other arrangements to cover the subject of your visit. Please call your attorney contact to make those arrangements.

As long as you can answer NO to each of the above screening questions, you will be granted access to our worksite. **When you arrive, you will be asked to affirm that you have completed the pre-screening. By arriving at our office, you are certifying that your answer to each of the pre-screening questions is "no."**

Note that you will also be **REQUIRED** to wear a mask while at our Office. If you do not have a mask, we will provide one for you.

If you are denied entrance to the courthouse for a scheduled hearing, please contact your attorney.

Thank you for your anticipated cooperation.