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May 13, 2020

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Dear Valued Customers,

The Perry County Courthouse will re-open to the public on May 18, 2020 after being closed due to the Covid-19 pandemic. With that being said, we will not be conducting business as usual.

Perry County offices will be following the Stage 2 guidelines of Executive Order 20-26 implemented by Governor Eric Holcomb for the State of Indiana that is effective through May 23, 2020. Executive Order 20-26 requires all Hoosier employers to develop a plan to implement measures and institute safeguards to ensure a safe environment for their employees, customers, and clients.

Executive Order 20-26 includes complying with social distancing requirements established by the CDC, including maintaining six foot social distancing for both employees and members of the general public when possible and/or employing other separation measures such as wearing face coverings.

In addition to Executive Order 20-26, the Perry County offices will follow the Perry County Government plan for Covid-19.

The Perry County Government plan will limit the number of people allowed in each office at the same time. The number of people allowed in each office will differ based on the design of office, space, and pathways. It is our understanding that all visitors to the Courthouse will be questioned under a tent outside as to which office they will be entering before permitted inside the Courthouse. If the office they are visiting has the maximum number they can accommodate, then the visitor will be instructed to wait. Additionally, all visitors will be required to answer a Covid-19 screening questionnaire and have their body temperature taken with a touchless thermometer before entering the Courthouse. All visitors will be required to check out under the tent when leaving the Courthouse.

Furthermore, the Perry County Government plan will require all visitors to wear face coverings. Likewise, all elected officials and employees in the Courthouse are required to wear face coverings.

The Courthouse will also be closed from 12:00 to 1:00 PM to provide for deep cleaning and lunch hours.

More information regarding reopening the Courthouse, County Buildings and Offices can be found by selecting the "Covid-19 Update" icon on the home page of the County Website at: www.perrycounty.in.gov.

In the Perry County Recorder's office, one visitor will be allowed in at the front counter at a time.

The Recorder's office will have two public searching stations in the records room in order to stay in compliance with social distancing. Appointments will need to be made in advance for AM or PM slots as we will be closed from 12:00 to 1:00 PM. If you do not make an appointment in advance, you may call

the morning you would like to visit and inquire if any slots are still available for searching. The first to call that day will be allotted the AM or PM available time slot.

PUBLIC SEARCHERS PLEASE NOTE if you need to visit other offices, you may need to contact them to set up appointments. You will not be allowed to go from one office to another without returning back outside and letting them know you have left one office and would like to visit another.

This may be a good time for you to consider becoming a remote Laredo user as visitors to the Recorder's office will be limited. Office Staff can sign you up for \$60.00 a month plan. Fidar, our Laredo Software Vender, has agreed to remove any minute overage fees you incur during the Covid-19 pandemic.

Please remember State and County Guidelines will be changing repeatedly and we will do our best to keep you updated.

We look forward to seeing all of you again!

Jane, Mary Lee and Nicole

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