

CLERK OF CIVIL DISTRICT COURT

CIVIL DIVISION  
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LAND RECORDS DIVISION  
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*Chelsey Richard Napoleon*  
Clerk of Court And Ex-Officio Recorder

MEMORANDUM

To: The General Public and Member of the Bar

From: Hon. Chelsey Richard Napoleon  
Clerk, Civil District Court

Date: September 13, 2020

**RE: EMERGENCY CLOSING – SEPTEMBER 14, 2020 AND SEPTEMBER 15, 2020**

By order of the Court and pursuant to La. R.S. 1:55, the Clerk's Office will close the **Civil Division and Land Records Division (Mortgage and Conveyance)** on Monday, September 14, 2020, and Tuesday, September 15, 2020, due to possible dangers associated with the weather advisory and inclement weather currently in place for the Parish of Orleans related to Tropical Storm Sally. We will resume normal operations on Wednesday, September 16, 2020.

You can fax file your document to (504) 592-9128 or (504) 592-9117. Attorneys can continue to electronically file (e-file) pleadings via the remote access system. If you have an emergency, please call (504) 407-0000 and hold for an operator to assist you.