IF YOU ARE HERE TO SEE PRESIDING JUDGE McBURNEY, PLEASE READ THE FOLLOWING CAREFULLY. DUE TO THE COVID-19 PANDEMIC, THE JUDGE'S STAFF IS WORKING REMOTELY.

## FOR A SEARCH WARRANT, TRAP AND TRACE, OR OTHER CRIMINAL MATTER REQUIRING JUDICIAL AUTHORIZATION:

- Please e-mail a copy of the document(s) you wish Judge McBurney to review to the Judge's Staff Attorney, Monica Niles, at <a href="monica.niles@fultoncountyga.gov">monica.niles@fultoncountyga.gov</a>
- Please include in your e-mail a phone number or e-mail address at which you can be reached AND indicate whether you would like to have your warrant sworn out in person or via video conference.
- When the Judge has reviewed your document(s), he or Ms. Niles will contact you with any questions and, if the warrant is ready to be signed, with a time to come in to sign the paperwork (or to conduct a remote signing proceeding).

## FOR ANY OTHER MATTER:

• Speak with the Sheriff's Deputy in Courtroom 1-D. S/he will relay your situation to the Judge's staff and will let you know what your next steps are.

To reach the Judge's Judicial Assistant, Michelle Hansberry, please call 404-612-6907

To reach the Judge's Staff Attorney, Monica Niles, please call 404-612-6912

Thank you for your cooperation and patience during these complicated times.