

1 JUSTICE COURT, LAS VEGAS TOWNSHIP FILED
2 CLARK COUNTY, NEVADA

3 IN THE ADMINISTRATIVE MATTER
4 REGARDING CUSTOMER-SERVICE
5 HOURS OF THE LAS VEGAS JUSTICE
6 COURT

2021 JUL 27 P 2: 28
ADMINISTRATIVE ORDER # 21-08

JUSTICE COURT
LAS VEGAS NEVADA
BY mal
CLERK

7
8 **WHEREAS**, JCRLV 6.5 allows the Chief Judge to make “such orders as deemed
9 advisable” relating to local court rules and procedure; and

10 **WHEREAS**, beginning July 24, 2020, the Court limited customer service hours from
11 Monday through Friday to Monday through Thursday as part of a cost savings measure due to
12 the fiscal impact of the COVID-19 pandemic; and

13 **WHEREAS**, the Court has determined that expanding customer service hours back to
14 Monday through Friday allows the court to provide increased access to justice to the community
15 by offering both extended evening hours Monday through Thursday as well as Fridays, for
16 litigants to file documents through the clerk’s office; therefore,

17 **IT IS HEREBY ORDERED** that, effective immediately, the customer-service hours of
18 the Las Vegas Justice Court will be from **7:30 AM to 5:30 PM, Monday through Thursday**
19 and **Friday 8:00 AM to 4:00 PM**, with the exception of holidays declared by state law; and

20 **IT IS FURTHER ORDERED** that in accordance with the above provisions, NRS 1.120,
21 and Justice Court Rule of Civil Procedure (JCRC) 77, Friday is deemed a judicial day for the
22 purposes of the computation of time in accordance with JCRC 6 or any other deadlines to take
23 action as set forth in any Nevada Revised Statute.

24 **IT IS FURTHER ORDERED** that this Order will remain in effect until modified or
25 rescinded by a subsequent order.

26 **Dated this 27th day of July 2021.**

27 

28 **Melissa A. Saragosa**
Chief Justice of the Peace