

FILED

JUSTICE COURT, LAS VEGAS TOWNSHIP

2024 SEP 24 P 4:56

CLARK COUNTY, NEVADA

JUSTICE COURT
LAS VEGAS NEVADA

BY

DEPUTY

ADMINISTRATIVE ORDER #24-03

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2
3 **IN THE ADMINISTRATIVE MATTER**
4 **REGARDING CUSTOMER-SERVICE**
5 **HOURS OF THE LAS VEGAS JUSTICE**
6 **COURT**

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**, JCRLV 6.6 allows the Las Vegas Justice Court to alter its standard
11 customer service hours if two weeks of conspicuous written notice is provided in the Court’s
12 customer service lobby; therefore,

13 **IT IS HEREBY ORDERED** that, effective October 8, 2024, the customer service hours
14 of the Las Vegas Justice Court will be from 7:30 AM to 5:00 PM, Monday through Thursday,
15 and from 8:00 AM to 4:00 PM on Friday, with the exception of holidays declared by state law;
16 and

17 **IT IS FURTHER ORDERED** that, in accordance with the above provisions, NRS
18 1.120, and Justice Court Rules of Civil Procedure (JCRC) 77, Friday is deemed a judicial day
19 for the purposes of computation of time in accordance with JCRC 6 or any other deadlines to
20 take action as set forth in the Nevada Revised Statutes (NRS).

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22 rescinded by a subsequent order.

23 **IT IS FURTHER ORDERED** that this Administrative Order supersedes Administrative
24 Order # 21-08 which is no longer in effect.

25 **Dated this 24th day of September 2024.**

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28 **Melisa De La Garza,**
Chief Justice of the Peace