



ST. CLAIR COUNTY FRIEND OF THE COURT

31st Judicial Circuit
201 McMorran Blvd., Room 1600
Port Huron, Michigan 48060
Phone (810) 985-2285
www.stclaircounty.org/offices/foc

COVID-19 PROTECTIVE MEASURES

EFFECTIVE IMMEDIATELY FRIEND OF THE COURT SOFT CLOSURE

Michigan's courts are taking action to lower the risk to litigants, court staff, and the public who visit our courts. The health and safety of our clients, employees, and community members is our absolute top priority. In order to mitigate and reduce potential exposure of the COVID-19, we are offering alternate customer service measures to the public. This will include use of email, phone and fax as much as possible to limit the exposure. The governor has asked for residents to take the steps to slow the spread of the virus. All services with the Friend of the Court may be done remotely either electronically or by phone and there is no need to come in person.

What do I do if I need to come in person to the office?

For those we serve, in any capacity, we ask that you receive service from our office remotely. This would include telephone, email or fax. You will not need to appear in person to receive services.

What do I do if I need to submit documentation to the Friend of the Court?

All written correspondence submitted to the Friend of the Court should be submitted electronically to FOC@stclaircounty.org until further notice or by fax at 810-985-2180.

What do I do if I can't submit it electronically?

We understand everyone may not have access to a scanner to submit their documentation. If you cannot submit it electronically, please take a picture of your documentation and attach it to your email. If you are still not able to do that, feel free to leave it in this drop box located at the entrance of the courthouse. Please include your paperwork in the envelope located near the drop box and write attention FOC.

What do I do if I need to make a payment?

Furthermore, payments will no longer be accepted in person at the office. You may pay via credit card or utilize PayNearMe to make a payment on your account. Please follow the link for the many ways you may make a payment. <https://www.misdu.com/secure/default.aspx>

FRIEND OF THE COURT
Renaë Topolewski



ASSISTANT FRIEND OF THE COURT
Edward V. Messing, Jr.

ST. CLAIR COUNTY FRIEND OF THE COURT

31st Judicial Circuit
201 McMorran Blvd., Room 1600
Port Huron, Michigan 48060
Phone (810) 985-2285
www.stclaircounty.org/offices/foc

What do I do if I need to file a motion to be heard before a FOC referee?

You can file your motion by dropping off your motion form with payment at the drop box located at the entry of the courthouse. Do not include cash with your motion. Please be sure to place the motion with your filing fee in the envelopes located near the drop box and label attention FOC. Or, you may send your motion and filing fee via USPS mail.

What changes will I see on my FOC hearing notices?

You will now be instructed to use Zoom technology for your FOC referee matters. If you have information that needs to be submitted for upcoming referee hearing, please follow instructions above on how to submit electronic documentation.

What if I need to post bond on a warrant?

Payment can be made on the bond at the jail or at the Friend of Court office. Please instruct court security you are here to make a bond payment.

What if I have additional questions?

Please contact the Friend of Court and speak with a customer service representative. We will work with each call to assist you to provide the service you need.