



COURTROOM RULES AND PROTOCOLS:

The dignity of the Court is always to be respected and maintained. Everyone, unless physically challenged, must rise when the judge enters and remain standing until the presiding Judge or the Court Officer invites everyone to be seated. Similarly, when Court adjourns, everyone must stand until the Judge leaves the Courtroom. Attorneys/Counsel may address the Court when invited to do so. Only counsel, their clients or anyone else associated with the case being argued may address the Court, unless a judge directs otherwise.

These Courtroom Rules and Protocols are also posted as soon as you walk into the Courtroom.

All persons entering a courthouse must undergo security screening, which may include searching of all persons, clothing, packages, purses, briefcases and any other containers. Metal detecting hand wands/ scanners may be used to scan everyone who enters the facility.

The following items are **prohibited** in the courtroom and adjacent lobby area:

- **Recording or broadcasting devices;**
- **Cameras, including those contained in computers and other electronic devices;**
- **Food, gum chewing, and drink (except for the water provided at the counsel table);**
- **Computers (except for those to be used by counsel in argued cases);**
- **Phones must be turned off or placed on silent;**
- **Inappropriate facial gestures or exaggerated gesticulating is forbidden;**
- **Repeated entrances and departures are to be avoided;**
- **Doorways and passageways should be kept clear at all times;**
- **NO CHILDREN in courtroom unless permitted by the judge.**
- **NO Talking or Reading in Gallery;**
- **NO weapons of any sort with the exception of the Bailiff and Law Enforcement; and**
- **NO shorts, hats, sunglasses, tank tops, or any type of inappropriate clothing. Attire for counsel and spectators should be appropriate and respectful for the dignity of the Pueblo of Santa Ana Tribal Court.**
- **Any prohibited items that are not allowed to be possessed MUST be returned to the individual's vehicle. Please ensure that you do not bring any items that are not appropriate.**

The procedures outlined above can cause delays on busy days. Visitors should plan to arrive a few minutes early, to avoid being late for scheduled court proceedings. Please understand that these procedures are for your safety, and the well-being of everyone who visits and works in our facility.

Thank you for your cooperation.