

**Rule 6**  
**PUBLIC USE OF COURT**

(A) All persons entering the Toledo Municipal Court, and all packages, parcels, purses, briefcases, backpacks, and other items brought into the building through the public entrances, are subject to security screening. Persons refusing to be searched or screened will be denied entry.

(B) As a matter of respect, everyone inside the courtroom must stand during the opening and closing of court. Proper attire is required of all, particularly in the summer months. Head coverings and sunglasses are to be removed while in the courtroom, unless worn for medical or religious purposes. The courtroom space inside the railings is reserved for officials, counsel, parties, and witnesses. The bailiff shall see that no one impedes or disrupts the orderly conduct of the business of the court.

(C) Questions regarding the admission of persons to a courtroom shall be the province of the judge to whom that courtroom is assigned, within the guidelines of public access to all court proceedings, consistent with the order and dignity of the court.

(D) Public statements by the court, counsel, court personnel, and witnesses shall be regulated by the judge to whom the case is assigned within the guidelines of public access to court proceedings and the right of the parties to be free of improper publicity within areas protected by fundamental rights.

(E) No recording shall be made of any court proceeding without approval of the judge conducting the proceeding and consistent with local rules and the Rules of Superintendence.

(F) Cell Phones, Cameras, Pagers, Laptop Computers, and Other Electronic Devices:

(1) The operation of any cellular or portable telephone, camera (still or video), pager, beeper, computer, radio, or other sound or image recording or transmission device is prohibited in any courtroom or hearing room, jury room, judge's chambers, or ancillary area (to be determined in the sole discretion of the Court) without the express permission of the Court. All such devices must be turned off in the above-listed areas at all times.

(2) Duly licensed attorneys and their paralegals/assistants appearing in court, courthouse employees, public safety officers, authorized contractors and vendors, court staff, and any others authorized by the Court are exempt from the prohibition above unless otherwise ordered by the Court.

(3) Any person or persons violating this Rule are subject to sanctions for contempt and/or criminal prosecution, and may be ejected from any restricted area described above or from the courthouse, and any item or device operated in violation of this Rule may be confiscated by court staff or courthouse security personnel and held. In no event shall the Court or any court or security personnel be liable for damage to any device confiscated and/or held in accordance with this Rule.

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