

**White, Michele**

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**From:** Region5 Info <Region5-Info@courts.mi.gov>  
**Sent:** Wednesday, October 11, 2023 10:11 AM  
**To:** Sterkenburg, Judge Amanda; White, Michele  
**Cc:** Region5 Info  
**Subject:** [EXTERNAL]D62B 2023-05 Court Closure - Holiday Luncheon - Approved

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D62B 2023-05 Court Closure - Holiday Luncheon – Approved  
Expires: 12/14/2023

This is to advise that we have reviewed the above referenced administrative order and find that it conforms to the requirements of MCR 8.112(B). This order is being accepted and filed.

Julia Norton, J.D.  
State Court Administrative Office  
Region V Administrator

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AMANDA H. STERKENBURG  
DISTRICT JUDGE  
616-554-0711

MICHELE WHITE  
COURT ADMINISTRATOR/MAGISTRATE  
616-554-0715

SHARON R. BRINKS  
ATTORNEY MAGISTRATE  
616-554-0748

**62-B District Court**  
**4740 WALMA AVE SE**  
**KENTWOOD MICHIGAN 49512**  
Phone (616) 698-9310/Fax (616) 698-8199  
MONDAY, WEDNESDAY, AND THURSDAY  
7:30 AM - 4:30 PM  
TUESDAY 7:30 AM- 6:00 PM  
FRIDAY 7:30 AM - NOON

STEPHANIE KOPERSKI  
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SOBRIETY COURT MANAGER  
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October 10, 2023

State Court Administrative Office  
Local Administrative Order 2023-05 Closure for Holiday Luncheon

**Court Closure-Holiday Luncheon**

**IT IS ORDERED:**

This administrative order is issued in accordance with MCR 7.110 (C). The purpose of this order is to close the business offices of the court to the public from 11:00 a.m. through 1:00 p.m. on Wednesday, December 13, 2023, for the *62B District Court's annual holiday luncheon*, upon approval by the State Court Administrator.

The business offices of the 62B District Court will be closed Wednesday, December 13, 2023, from 11:00 a.m. through 1:00 p.m. All court proceedings and emergency matters will be conducted after 1:00 p.m.

Notice of the court closure and how court proceedings, including emergency matters, shall be accomplished during the court's closing shall be given to the public, the court's funding unit, and other affected agencies and officials. A notice shall include a sign posted at the court to notify the public of the court's closing stating, "The court will be closed from 11:00 a.m. through 1:00 p.m. on Wednesday, December 13, 2023." The notice shall be posted on the front outside and front interior doors of the Kentwood Justice Center on Friday, December 8, 2023, and will remain until the afternoon of Wednesday, December 13, 2023.

Effective: December 8, 2023

10-10-2023

Dated:



Chief Judge Amanda H. Sterkenburg P78270