

**Pro tip: Take a screenshot of this information.**

As of March 17, 2020, in light of the Coronavirus (COVID-19) pandemic & the resulting concern for the health & safety of the public & court employees, public access to the Fort Mill Magistrate's Office is restricted. Court staff will be in the building and able to assist you via email or phone from 9:00 AM - 5:00 PM, Monday - Friday. We are watching the entrance and parking lot through video cameras, but if you are standing here reading this sign we may not know you are at the office UNLESS YOU PICK UP THE PHONE OR CALL (803)547-5572 and press 7.

Forms are available here: <https://www.sccourts.org/forms/>

You can message the court staff or file with the court using this **email** address:

[fortmillfilings@yorkcountygov.com](mailto:fortmillfilings@yorkcountygov.com)

or **fax** filings to **(803) 547-6344**.

You can **mail** filings or **deliver** filings through a commercial courier service to: **120 East Elliott Street, Fort Mill, SC 29715** or

You can come to the office to file using the drop box at our entrance from 9:00 AM – 5:00 PM, Monday - Friday. Call us when you arrive so that we can receipt any payments. Do NOT leave cash in the bin unless you have spoken with us.

You can leave us a message at **(803) 547-5572** and we will return your call, but the best way to reach us is at: [fortmillfilings@yorkcountygov.com](mailto:fortmillfilings@yorkcountygov.com)

Please include your name, case number, & contact info (phone number, email address, etc.) in any correspondence. It is your responsibility to update your contact info if it has changed.

If you need to pay a fine, you can mail a money order or cashier's check to us. You can also pay with a credit/debit card online at:

<https://sc.gov/court-payments>

Time periods to file continue to apply to Answers to lawsuits and Hearing Requests for evictions.

Civil cases are being conducted via Zoom. You do not have pay a fee or have a Zoom account to participate in a Zoom hearing. A phone or internet connection is required to participate in a Zoom hearing.