

# COURTHOUSE SECURITY

## RANDOM SCREENING DAYS

### SCREENING PROCEDURES

All visitors, attorneys, and employees will be required to pass through the magnetometer (metal detector) upon entering the **public (Monroe, Maryland and Terrace) and G-1 entrances**. We are committed to providing a safe environment to all who work and visit the Montgomery County Circuit Court complex. Please understand that these procedures are for the safety and the well-being of everyone who visits and works in our judicial facility.

### ITEMS SAFE FOR THE X-RAY MACHINE

- Food
- Laptops/Tablets
- Film
- Credit Cards
- Access Control Cards
- Video/Audio Tapes

### PROHIBITED ITEMS

- Guns
- Knives
- Sharp Objects
- Weapons
- Scissors
- Mace
- Metal Crochet Hooks
- Metal Knitting Needles

### G-1/SOUTH TOWER PARKERS

**G-1 AND South Tower parkers** will need to pass through the screening station established in the G-1 elevator bank or access a public entrance to participate in screening. Signage will be provided to remind you of this process.

### HIGHLIGHTS

- Thursday, February 22nd is a full screening day. Subsequent days will be unannounced.
- Screening may result in short delays between 8-8:30 AM and 1-1:30 PM.
- Check your bags – Metal may activate magnetometers.
- Have your courthouse badge visible as you approach screening.
- Place your keys, belt, and any items on your person in the basket available at the x-ray machine.
- All bags and purses must pass through the x-ray machine.

**If you have questions, please contact your department head, division director, or administrative head.**