

**DISTRICT COURT OF THE VIRGIN ISLANDS  
CLERK'S OFFICE**



**Glenda L. Lake, Esquire**  
Clerk of Court

[www.vid.uscourts.gov](http://www.vid.uscourts.gov)

**PRESS RELEASE NO. 026-2020  
FIFTEENTH ORDER CONCERNING OPERATIONS OF  
THE DISTRICT COURT OF THE VIRGIN ISLANDS  
DURING THE COVID-19 OUTBREAK**

The District Court of the Virgin Islands continues to monitor the outbreak of the Coronavirus Disease 2019 (COVID-19). In so doing, the Honorable Wilma A. Lewis, Chief Judge, issued the Fifteenth Order Concerning Operations of the District Court of the Virgin Islands During COVID-19 Outbreak on Saturday, December 12, 2020.

Effective Monday, December 14, 2020, the District Court of the Virgin Islands will remain open; however, Court personnel will be working remotely. Filings will continue to be received via the Court's electronic case management system, CM/ECF, and reviewed and monitored in due course.

Judicial officers and Court personnel will remain available to conduct the business of the Court consistent with the provisions of the Order. Please utilize the following contact information, as applicable, to communicate orally with the Court:

**St. Croix**

General Operational Questions	340-712-7115
Criminal Matters	340-712-7104
Jury Matters	340-712-7106
Civil Matters	340-712-7103
Probation and Pretrial Services Matters	340-718-5515

**St. Thomas**

General Operational Questions	340-775-8005
Criminal Matters	340-775-8004
Jury and Bankruptcy Matters	340-775-8001
Civil Matters	340-775-8005
Probation and Pretrial Services Matters	340-774-4821

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□ Ron de Lugo Fed. Bldg. & Courthouse, 5500 Veteran's Drive, Suite 351, St. Thomas, Virgin Islands 00802-6424  
Phone: 340-774-0640 Fax: 340-775-8075

□ Almeric L. Christian Fed. Bldg. & Courthouse, 3013 Estate Golden Rock, Lot #13, Christiansted, Virgin Islands 00820-4355  
Phone: 340-718-1130 Fax: 340-712-7180

Pro se litigants who are not CM/ECF filing users may file documents with the Court via email at [vidoperations@vid.uscourts.gov](mailto:vidoperations@vid.uscourts.gov) or by mailing the documents to the Court at the applicable address below:

**St. Croix**

District Court of the Virgin Islands  
Almeric L. Christian Federal Building and Courthouse  
3013 Estate Golden Rock, Suite 219  
St. Croix, VI 00820

**St. Thomas**

District Court of the Virgin Islands  
Ron de Lugo Federal Building and Courthouse  
5500 Veterans Drive, Rm 310  
St. Thomas, VI 00802

The Clerk's Office will not accept payments of fees, fines, or restitution in person. Payments should be mailed to the Clerk's Office at the applicable address above.

The Court will provide any updates that may be necessary on its website at [www.vid.uscourts.gov](http://www.vid.uscourts.gov). Accordingly, please refer to the Court's website if you are unable to contact the Court using any of the contact numbers listed above.

**For more information, please contact:**

Glenda L. Lake, Esquire Clerk of Court  
District Court of the Virgin Islands  
5500 Veteran's Drive, Suite 310  
Charlotte Amalie, U.S. Virgin Islands 00802  
Phone: (340) 774-0640  
Fax:(340) 775-8075  
Email: [glenda\\_lake@vid.uscourts.gov](mailto:glenda_lake@vid.uscourts.gov)

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