

Emergency Measures in Response to COVID-19

Is the Land Court Recorder's Office open for business?

Yes, on a limited basis. Until further notice, the Land Court Recorder's Office is open for **emergency** business and matters only. Emergency matters are being handled by a small number of staff members working onsite, and by judges and other staff members working remotely.

Are the Land Court's offices in the Suffolk County Courthouse open to in-person access by the public?

No. Until further notice, the Land Court's offices in the Suffolk County Courthouse are **not open** to attorneys or members of the public.

How do I reach someone at the Land Court?

The main phone number for the Land Court is: 617-788-7470. A small number of staff members are working onsite to answer the phone. If you have an emergency matter involving a Land Court case, see below for more specific instructions.

Which matters are considered emergency matters?

Emergency matters are those in which a major risk of permanent and serious harm is about to happen if the court does not act. **Most Land Court cases and matters are not an emergency.**

Some examples of emergency matters in a Land Court case may include:

- Requests for a temporary restraining order ("TRO")

A judge's short-term order requiring a person to stop doing or continue doing something that threatens or causes permanent injury to another until a full hearing can be held.

- Urgent Requests for preliminary injunctions ("PI")

A judge's order while the case is going on requiring a person to stop doing or continue doing something that threatens or causes permanent injury to another until the rights of the parties are fully determined in the case.

- Urgent Requests for a Judge's signature on a memorandum or notice of *lis pendens*

When real estate is the subject of litigation, a "memorandum/notice of lis pendens" may be filed with the Register of Deeds in the county where the property is located, warning people that the property is subject to litigation and that they may be bound by the court's judgment regarding the property.

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- Urgent requests for approval of a registered land document by a Land Court Title Examiner
 - Approval requests must follow the procedures established in the [Chief Title Examiner's Memorandum regarding Interim Procedures for Remote Approvals](#), dated March 25, 2020.

Emergency matters do not include requests related to deadlines that have been extended by the Order issued by the Supreme Judicial Court, "In re: COVID-19 (Coronavirus) Pandemic Regarding Court Operations under the Exigent Circumstances Created by the COVID-19 (Coronavirus) Pandemic," as effective April 6, 2020.

What do I do if I have an emergency matter? How do I file an emergency matter in the Land Court?

For cases pending in the Land Court with a Judge assigned:

For an emergency matter or request in a case that is already pending in the Land Court and assigned to a Judge, email the Sessions Clerk for the Judge to whom your case is assigned during regular court business hours (8:30 a.m. to 4:30 p.m.). Your message should include your name, callback number, email address, the case name and docket number (if any), and a message concerning your emergency issue. Sessions Clerks have remote access to their email and voicemail. Email contact is preferred and should be used whenever possible. Sessions Clerk contact information is listed below.

The Sessions Clerk will instruct you on next steps, which will include emailing copies of the request and all supporting documents (all filings) to the Sessions Clerk for the Judge's review. The Sessions Clerk may advise you that the Judge has ordered that the filings or any responses must be served by email to other parties involved in the case. Only in extraordinary situations, the Sessions Clerk may schedule an emergency telephone conference call with the Judge. If so, you will be instructed on how to participate. If the Judge takes action on the emergency request, you will receive the Judge's order and notice electronically by email.

Note: If you do not receive a response to your initial message to the Sessions Clerk after having waited for at least a two-hour period during court business hours (8:30 a.m. and 4:30 p.m.), follow the procedures listed below for new cases that have not yet been filed or cases not assigned to a Judge.

For new cases that have not yet been filed or assigned to a Judge:

For an emergency matter or request in a case that has not yet been filed or a case that has not been assigned to a Judge, call the Land Court's main phone number (617-788-7470). The staff member will take your contact information and message and contact the Sessions Clerk for the Judge assigned to hear emergency matters in unassigned cases for the day. The Judge will then review the emergency request. Their Sessions Clerk will instruct you on next steps, which will include emailing copies of the request and all supporting documents (all filings) to the Sessions Clerk for the Judge's review. Only in extraordinary situations, the Sessions Clerk may schedule an emergency telephone conference call with

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the Judge. If so, you will be instructed on how to participate. If the Judge takes action on the emergency request, you will receive the Judge's order and notice electronically by email.

A new case will also have to be opened on the Land Court's docketing system, which means that you will have to submit all of the filings required for opening a new case (for example, the signed Complaint and a Civil Action Cover Sheet). You will be instructed to send these documents by email to the Land Court's onsite Sessions Clerk for immediate processing.

Note: Signed originals of all new case filings, along with a check for the applicable court filing fees, must be sent by mail afterwards. Do not send any original executed documents or irreplaceable documents to the court until emergency measures have been lifted.

How do I file a matter that is not an emergency matter?

For cases pending in the Land Court with a Judge assigned:

Counsel and parties are discouraged from submitting any non-emergency filings to the Land Court at this time as the court will be unable to act on them until the emergency measures are lifted and court staffing returns to appropriate levels.

If the matter relates to a case that is already pending in the Land Court and assigned to a Judge, unless otherwise ordered by the court, you may submit electronic copies of your filings by email to the Sessions Clerk for the Judge to whom your case is assigned. Sessions Clerks have remote access to their email and voicemail. Email contact is preferred and should be used whenever possible. Sessions Clerk contact information is listed below.

Note: Unless otherwise ordered by a Judge, no action will be taken on routine filings until further notice.

For new cases that have not yet been filed or assigned to a Judge:

Counsel and parties are discouraged from submitting any non-emergency new case filings to the Land Court at this time as the court will be unable to act on them until the emergency measures are lifted and court staffing returns to appropriate levels.

To file a new matter or case that is not an emergency, all of the filings required for opening a new case (for example, the signed Complaint and a Civil Action Cover Sheet) must be sent by mail or delivery to the Land Court Recorder's Office. A small number of staff members working onsite will date stamp non-emergency filings as received, and will open the new case on the Land Court's docketing system and enter the filings on the case docket if and when circumstances permit.

Note: Unless otherwise ordered by a Judge, no action will be taken on routine filings until further notice.

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What do I do if I am unable to reach anyone in the Clerk's office by telephone or if the courthouse is closed?

To reach the court by telephone during normal business hours (8:30 a.m. to 4:30 p.m.), when limited court staff are working in the courthouse, you should begin by calling the Land Court's main number, (617) 788-7470, and select the option to speak to a staff member on duty. If a staff member does not answer during business hours when the courthouse is open, please try your call again after waiting half an hour, and again select the option to speak to a staff member. It is possible that the small number of staff members working onsite to answer calls are on the line with another caller, or momentarily away from their desk. Alternatively, you may call back on the main number and select the option to leave an emergency voicemail message in the court's emergency voice mail box, or you may send an emergency email or use the Trial Court's call center, see the following.

1. Call the Land Court's main telephone number (617-788-7470) and select the option to leave an emergency voicemail message.
2. Send an email to the Land Court's emergency email address:
LandCourt.Emergency@jud.state.ma.us
3. Call the Trial Court's call center (833-91-COURT / 833-912-6878) and select the option to be connected to the Land Court.

Your message should include your name, callback number, email address, the case name and docket number (if any), and a message concerning your emergency issue.

LAND COURT FAQ

Frequently Asked Questions

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Land Court Contact Information

Recorder's Office Contact Information		
Address	Phone	Online Information
Land Court Recorder's Office 3 Pemberton Square Boston, MA 02108	Main: (617) 788-7470	https://www.mass.gov/orgs/land-court Land Court docket information: https://www.masscourts.org/eservices/

Judge/Session/Department	Contact information
Chief Justice Piper	Mary Armstrong, Sessions Clerk Mary.Armstrong@jud.state.ma.us
Justice Long	Corey Pontes, Sessions Clerk Corey.Pontes@jud.state.ma.us
Justice Foster	Corey Pontes, Sessions Clerk (temporary coverage) Corey.Pontes@jud.state.ma.us
Justice Speicher	Emily Rosa, Sessions Clerk Emily.Rosa@jud.state.ma.us
Justice Vhay	Jennifer Masello, Sessions Clerk Jennifer.Masello@jud.state.ma.us
Justice Rubin	Jennifer Noonan, Sessions Clerk Jennifer.Noonan@jud.state.ma.us
Justice Roberts	Kathleen Hayes, Sessions Clerk Kathleen.Hayes@jud.state.ma.us
Tax Session	Panoraia Naseli, Case Coordinator Panoraia.Naseli@jud.state.ma.us
Survey Department	Stephen LaMonica, Chief Surveyor Stephen.Lamonica@jud.state.ma.us
Title Examination Department	Christina Geaney, Chief Title Examiner Christina.Geaney@jud.state.ma.us