

CLERK OF CIVIL DISTRICT COURT

CIVIL DIVISION

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LAND RECORDS DIVISION

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Chelsey Richard Napoleon
Clerk of Court And Ex-Officio Recorder

MEMORANDUM

To: The General Public and Members of the Bar

From: Hon. Chelsey Richard Napoleon
Clerk, Civil District Court

Date: January 25, 2026

RE: EMERGENCY CLOSING – Monday, January 26, 2026

By orders of the Court and pursuant to La. R.S. 1:55, the Clerk's Office will close the **Civil Division and Land Records Division (Mortgage and Conveyance)** on Monday, January 26, 2026. The closure is due to possible dangers associated with the weather advisory and inclement weather currently in place for the Parish of Orleans. We will resume normal operations on Tuesday, January 27, 2026.

You can continue to electronically file (e-file) pleadings via the remote access system. If you have an emergency, please call (504) 407-0000 and hold for an operator to assist you.