



## SANILAC COUNTY SHERIFF'S OFFICE

65 North Elk Street Sandusky, Michigan 48471  
Office: (810) 648-2000 Fax: (810) 648-5162 Emergency: 9-1-1

**Garry M. Biniecki**  
SHERIFF

**Bradley A. Roff**  
UNDERSHERIFF

### Sanilac County Sheriff's Office Re-Opening

#### Re-opening to the public for necessary services on Monday June 8<sup>th</sup>

- All visitors and employees are required to be screened prior to entering the Sheriff's Office.
  - Visitor screening will take place at the Sanilac County Courthouse and visitors will be given validation for entry into the Sheriff's Office lobby
  - Screening will include a questionnaire on COVID-19 Symptoms, travel history, and a temperature will be taken as well
  - If an individual is symptomatic, they will not be permitted to enter the Sheriff's Office Lobby and will be referred for medical follow up
- Face coverings are a requirement in all public areas of the Sheriff's Office
  - If a visitor does not have a face covering one will be provided to them
  - If a visitor is unable to medically tolerate a face covering an alternative means of conducting business will be offered
  - Visitors are encouraged to call ahead if medically unable to wear a face covering to arrange alternatives for service
- Visual aids will be provided in the Sheriff's Office Lobby referencing social distancing guidelines, hygiene as well as maximum occupancies in the lobby
- Attorney Client visits will be conducted via telephone or video until further notice.
- Lobby visits will not be allowed until further notice. At home visits will still be available.
- Applicant prints will be conducted by appointment only
  - Refer to [www.sanilacsheriff.org](http://www.sanilacsheriff.org) for scheduling information
- Gun registration permits can be mailed in, or a drop box is available in the Sheriff's Office South entry way
- Sex Offender Registry will be available on Monday, Wednesday, and Friday
  - Registry will be limited to the hours of 09:30 a.m. to 3:30 p.m.
- Pistol purchase permits can be obtained Monday-Friday between the hours of 08:30 am – 3:30 pm