EX PARTE POLICY eff. 9-1-2010

Lawyers will be given preference for their orders each Monday, Wednesday and Thursday from 9:00 a.m. to 10:00 a.m.

For quicker service, Attorneys are discouraged from presenting any orders from 3:00-4:00 p.m. any court day due to court congestion at the end of each day.

Ex Parte Restraining Orders from attorneys will not be accepted after 3:00 p.m. except under extraordinary or emergency circumstances.
All discovery motions, including family law cases, shall be set for hearing and heard by the assigned Judge.

All minor settlements and structured settlement transfers shall be assigned to a trial Judge and scheduled for hearing before that court department.

Guardianship hearings may be signed without a record if they are agreed, the AIP is not present, and a professional guardian is being appointed.

Any contested matter longer than 10 minutes total shall be assigned to an available trial court by the court administrator's office.

All pro se parties wishing to present their final paperwork to the court shall either utilize the default dissolution docket OR have the court facilitator review and approve their paperwork for presentation to the court.

Any attorneys or parties wishing to argue any contested issue in ex parte (other than bench conferences from family law docket call and CR 65 motions) must obtain advance permission from the Ex Parte Judge/Commissioner AND those hearings may not exceed 10 minutes.

Adoptions

Adoptions should only be set in ex parte as a last resort. If they are the result of a juvenile court termination, they should be set on the assigned Court Commissioners dependency docket, or scheduled through a Judges JA. Any adoptions set in Ex Parte shall be scheduled through the ex parte clerk using low volume times. (10-12 each day, or 1:30-2:30 Monday-Wednesday).