

LOCAL RULE 05 | SPECIAL SET HEARINGS

Special Set Hearings up to thirty (30) minutes must be scheduled online. Online Special Set days and times are as follows: Tuesday-Thursday from 8:30-8:45 a.m. and Monday-Thursday 9:30-10:00 a.m. During occasional special set hearing weeks approximately once per month from 9:30 a.m. to 4:00 p.m.

Special Set Hearings between forty-five (45) and sixty (60) minutes must be set with the Judicial Assistant, Lily Vargas. Hearings set by the Judicial Assistant are generally held on Mondays or Fridays or during Special Set Hearing weeks.

For hearings requiring more than sixty (60) minutes, a copy of the motion along with a cover letter advising how much time will be required for the hearing must be submitted to the Court by email. After the Judge reviews the motion, the Court will contact the parties to coordinate a hearing date.

Parties may not "add-on" motions without notice to the opposing parties and the approval of the Court. No additional time will be allocated because of an add-on without the Court's approval.

