

LOCAL RULE 09 | CANCELLATION OF A HEARING

Should any scheduled hearing become unnecessary *the scheduling party shall immediately cancel said hearing using the Court Management System (CMS)*, notify all parties, and file the appropriate notice of cancellation. Special set scheduling is for the benefit of the users. Once you have secured hearing time, **please do not contact the Judicial Assistant to confirm any hearing**. If a hearing is cancelled by the Court, the Court Management System (CMS) will generate an e-mail notice to all parties registered with the e-portal.

All hearings set by the Court can only be cancelled or reset by the Court. To RESET a hearing, the moving party must motion the Court and set same on the Uniform Motion Calendar for hearing. To CANCEL a hearing, the moving party must provide the Court with **written notification** that the subject matter of the hearing has been resolved (by way of stipulation, agreed order, etc.).

