

LOCAL RULE 23 | CANCELLATIONS

We understand and expect that many cases will settle after placement on a trial docket. However, as a professional courtesy to the Court, a phone call or an e-mail must be placed to the Judicial Assistant as soon as possible, so that we can properly manage the rest of our docket.

Should any scheduled hearing become unnecessary the scheduling party shall immediately cancel said hearing through 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, CMS will generate an e-mail notice to the setting party and the setting party shall notify all parties of the cancellation and reset the matter.

Any Special Set Hearings, of more than one (1) hour cannot be cancelled unless ordered by the Court or if the parties have an agreed order resolving or withdrawing with prejudice all matters noticed for the Special Set Hearing time.

THE COURTS ARE OVERBURDENED WITH AN INCREASED CASELOAD. IF YOU DO NOT CANCEL SPECIALLY SET HEARINGS, IT CAUSES A WASTE OF JUDICIAL RESOURCES, AS OTHER PARTIES WOULD LIKELY BE UNABLE TO UTILIZE THE TIME SET ASIDE.

