

SECTION 9 | CANCELLATION OF HEARINGS

It is imperative the Court be notified. The moving party who set the hearing is the party required to contact the office to cancel the hearing. The parties shall immediately file a Notice of Cancellation and e-mail a copy of the Notice to the Judicial Assistant. The Judicial Assistant will confirm the cancellation. If you do not receive a phone call or email confirming the cancellation, please try contacting the Judicial Assistant again. Do NOT assume the hearing is removed by filing a notice of cancelation, notice of dismissal, etc. The Clerk of Court does NOT send pleadings to the Judge's office.

