

DEPENDENCY BENCH COPIES

Motions

Bench copies are not required if motions are timely filed for the following:

Motions filed 6 working days before the hearing.

Bench copies are required for the following:

Response 3 working days before the hearing.

Reply 2 working days before the hearing.

Wednesday Dependency Calendar

Bench copies are not required if pleadings are timely filed:

ISSPs filed 10 working days before the hearing.

Settlement Conferences

Bench copies are required. Bench copies must be provided to Court Administration 5 working days before the Settlement Conference. They may be delivered directly to Court Administration or provided through the mail *if they are timely mailed and arrive at FJC* 5 working days before the Settlement Conference.

Dependency FF

Bench copies are required of exhibits, trial briefs and witness lists, no later than Friday morning the week before trial. They may be delivered directly to Court Administration or provided through the mail *if they are timely mailed and arrive at FJC* the Friday before the start of trial.

Dependency Petitions

Bench copies are not required. The Petition, Order Setting Case Schedule, Motion and Order to Take Child into Custody, and Notice and Summons must be emailed to Court Administration no later than 4:00 p.m. the day before the scheduled shelter care hearing. Originals must be filed with the Clerk's Office. The Court will file any Orders after they are signed.

Shelter Care Hearing Proposed Orders

Bench copies are not required. The Indigency Screening Form and proposed Order Assigning Counsel shall be emailed to Court Administration no later than 1:00 p.m. the day of the hearing. The Court will file any Orders after they are signed. All other orders for Shelter Care Hearings shall be provided after the Court has ruled and parties have reviewed and approved.

Submission of Agreed Ex Parte Motions

Bench copies are not required. Please follow the new procedure.

Court Administration

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