

## JUDGE MAKEMSON'S PROCEDURES FOR UNIFORM MOTION CALENDAR

1. Uniform Motion Calendar is for hearings that are fifteen minutes or less that are not evidentiary in nature; no testimony, no evidence.
2. To schedule a hearing on the Uniform Motion Calendar open up the calendar on the web site ([www.circuit19.org](http://www.circuit19.org)) for whatever month you would like to schedule the hearing. Any day that has 8:30 UMC listed is an available date that can be used. The calendar is up-to-date. If it says 8:30 UMC on a particular day, the day is available.
3. If you would like to attend Uniform Motion Calendar by telephone, notice it as a telephonic hearing, highlight **telephone**, give Judge Makemson the name of the attorney that is going to attend by telephone in the Notice of Hearing and the phone number where that attorney may be reached. Judge Makemson will call the attorney. Two attorneys may attend by telephone.
4. Furnish Judge Makemson with a copy of the Notice and the Motion. Please allow one week for mail delivery. If you are sending the motion and notice by overnight mail or other expedited service, the only requirement by the Judge is that he receive it the day before the hearing. Follow the rules of civil procedure for notice of the hearing to the opposing parties.
5. Judge Makemson places the telephone hearings last on Uniform Motion Calendar, so you may not get the call from the court until 9:00 a.m. or 9:30 a.m. However, you could be called as early as 8:30 a.m. so be prepared.