

UMC or Short Motion Calendar Procedures for Judge McManus

1. Uniform or Short Motion Calendar hearings will be held each Monday and Thursday afternoon at 1:30 p.m. until 2:00 p.m. as well as each Tuesday and Wednesday morning at 8:30 a.m. until 9:00 a.m., unless noted otherwise on the Court's calendar.
2. These hearings are non-evidentiary (no witnesses) except uncontested final hearings, and will not be permitted to exceed 10 minutes in length, per case, not per motion.
3. A copy of any motion with notice of hearing must be delivered to the Court 5 days prior to the hearing, with a copy provided to the opposing party's attorney/party. The Clerk's file will not be at the hearing except for Final Judgment hearings.
4. The moving party must have a proposed order ready as well as pre-addressed, stamped envelopes available at the UMC hearing.
5. The time is limited to 30 minutes for the entire UMC on each of the days it is set. The cases will be called in the order that the parties have signed in at the courtroom. If the Court does not address all of the motions set for that day, the remaining will be set on the next available UMC day.
6. Telephonic appearance is permitted, but must be arranged with the Judicial Assistant at least 2 days before the UMC hearings.
7. All notices of hearings for UMC shall contain a certification signed by the attorney who set the hearing, in the following form:
"I hereby certify that I have personally contacted opposing counsel in an effort to resolve the issues(s), however the matter cannot be resolved and a hearing is necessary"

Revised April 20, 2012