

IN THE CIRCUIT COURT OF THE FIFTEENTH JUDICIAL CIRCUIT
IN AND FOR PALM BEACH COUNTY, FLORIDA

Local Rule No. 4

IN RE: UNIFORM MOTION CALENDAR
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Pursuant to the authority conferred by rule 2.050(b),
Fla.R.Jud.Admin., it is

ORDERED as follows:

(1) Circuit judges in each division shall conduct a uniform motion calendar on days and at a time specified by the judges of the division.

(2) Prior to setting a matter on the motion calendar, the party or attorney noticing the motion shall attempt to resolve the matter and shall certify the good faith attempt to resolve.

(3) Hearings shall be limited to ten minutes per case. If two parties, each side shall be allotted five minutes. If more than two parties, the time shall be allocated by the Court. The ten-minute time limitation shall include the time necessary for the Court to review documents, memoranda, case authority, etc.

(4) Unless the moving party makes special arrangements with the clerk's office, the court file will not be present in the hearing room during the uniform motion calendar. Therefore, the moving party must furnish the court a copy of the motion to be heard together with a copy of the notice of hearing. Also, all parties shall furnish the Court with copies of all documents, pleadings and case authority which they wish the Court to consider.

(5) SCHEDULING -- Except in the criminal division, counsel shall not make appointments with the Court's judicial assistant but shall notice opposing counsel pursuant to the applicable rules of civil procedure. Opposing counsel shall

be given reasonable notice. In default and final judgment matters only, a copy of the notice of hearing and a copy of the motion shall be delivered to the clerk, marked "Attention, Uniform Motion Calendar," at least four business days before the hearing. In this instance, the clerk shall deliver the file to the Court prior to the hearing.

(6) The bailiff shall call cases for hearing in the order in which counsel signed up on the sheet posted outside the hearing room. Failure of any party to appear at the time set for the commencement of the calendar shall not prevent a party from proceeding with the hearing. If a party called for hearing chooses to wait for an absent party, the matter will be passed over but shall retain its position on that day's calendar.

DONE and **SIGNED** in Chambers at West Palm Beach, Florida, this 31st day of January, 1991.

/s/

Daniel T. K. Hurley
Chief Judge

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Approved by the Supreme Court of Florida, April 23, 1991.