

## TO BE COMPLETED BY SUPERIOR COURT ADMINISTRATION

- Attach to Motion to Continue Trial/Case Schedule Order Dates
- (The Judicial Officer will ask for this information prior to signing or approving a continuance of trial/case schedule order dates)

### Judicial Assistant's Pre-Approved Dates

Case Number:

Pre-approved date/s provided on:

Pre-approved date/s expire on:

STIPULATED DATE:

I provided the following date/s to the attorneys/parties. The attorneys/parties reported that they agree with the continuance and the date provided by the Judicial Assistant.

NO AGREEMENT/DATES PROVIDED:

I provided the following dates to the attorneys/parties. The attorneys/parties reported that they do not agree with the continuance and/or dates provided by the Judicial Assistant.

Approved/Agreed Date/s:

Date/s require an Amended Case Schedule Order?  Yes  No

### NOTICE:

*Civil LCR:*

*Pursuant to Local General Rule 7 & procedures on the website, pre-approved trial dates shall be held for one week by the civil case manager. The dates provided to the parties by way of the certificate will expire 30 days after the Case Manager's signature or as otherwise noted on the form. All orders to continue trial/amend the case schedule order shall be provided to the Case Manager within three (3) court days of entry of the order.*

*(Note: Case Manager's title has changed to Judicial Assistant)*

**PROVIDE A COPY OF THE APPROVED/SIGNED ORDER TO THE JUDICIAL ASSISTANT IMMEDIATELY AFTER IT IS SIGNED TO ENSURE DATES ARE TIMELY ENTERED**

Dated:

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**Judicial Assistant**

Superior Court Administration

Benton and Franklin Counties