

**IN THE SUPERIOR COURT OF THE STATE OF WASHINGTON  
IN AND FOR THE COUNTY OF KING**

vs.

**CASE NO.  
NOTICE OF COURT DATE (Judges)  
(NOTICE FOR HEARING)  
KENT-DESIGNATED CASES ONLY  
(Clerk's Action Required) (NTHG)**

**TO: THE CLERK OF THE COURT** and to all other parties per list on Page 2:  
**PLEASE TAKE NOTICE** that an issue of law in this case will be heard on the date below and the Clerk is directed to note this issue on the calendar checked below.

**Calendar Date:** \_\_\_\_\_ **Day of Week:** \_\_\_\_\_

**Nature of Motion:** \_\_\_\_\_

**CASES ASSIGNED TO INDIVIDUAL JUDGES (KENT-DESIGNATED CASES)**

If oral argument on the motion is allowed (LCR 7(b)(3)), contact staff of assigned judge to schedule date and time before filing this notice. **Working Papers:** The judge's name, date and time of hearing must be noted in the upper right corner of the Judge's copy. **Deliver Judge's copies to Judges' Mailroom at MRJC Courthouse 2D (for assigned judges located in Kent)**

Without oral argument (Mon - Fri)  With oral argument Hearing

Date/Time: \_\_\_\_\_

Judge's Name: \_\_\_\_\_ Trial Date: \_\_\_\_\_

Building Location and Courtroom No. of Judicial Officer: \_\_\_\_\_

Virtual Connection Information (if applicable): \_\_\_\_\_

**CHIEF CRIMINAL DEPARTMENT- MRJC (GA)**

Extraordinary Writs from criminal or infraction matters (Show Cause Hearings) LCR 98.40(d) (**contact MRJC Chief Department for hearing date**)

Certificates of Rehabilitation and Restoration of Right to Possess a Firearm (LCR 40(b)(16)) (**noted without oral argument M-F before MRJC Chief or before department of the sentencing judge per local rule**)

Note that **bond forfeiture hearings are heard by the Chief Criminal Judge in Seattle**. See the Seattle Notice of Court Date form. For information about noting **pre-trial** criminal motions, see the KCSC Criminal Operations Manual at <https://kingcounty.gov/courts/superior-court/criminal.aspx>

**CHIEF CIVIL DEPARTMENT – KENT DESIGNATED CASES (FOR UNASSIGNED CASES ONLY EXCEPT AS NOTED BELOW)**

See signs posted at MRJC for calendar location or call 206-477-2600 during business hours. **Deliver working copies to Judges' Mailroom, Room 2D at MRJC**. In upper right corner of papers write "Chief Civil Department" and date of hearing. Only cases where oral argument is permitted will be heard on the Chief Civil Calendar.

Structured Settlements (LCR 40(b)(14)) Fridays 9:00 a.m.

Supplemental Proceedings (LCR 69) Fridays 9:15 a.m.

Extraordinary Writs for Civil Matters (Show Cause Hearing) (LCR 98.40) Fridays 10:00 a.m.

Dispositive Motions Fridays 10:30 a.m.

Motions without oral argument:

Non-Dispositive Motions M-F (noted before MRJC Chief without oral argument)

Motions to Consolidate with multiple judges assigned (LCR 42) M-F (noted before MRJC Chief without oral argument)

Motions for Revision (LCR 7(b)(8)) (Non-UFC cases only) **These motions will be reassigned per LCR 7(b)(8)(B)(ii)**

**You may list an address that is not your residential address where you agree to accept legal documents.**

Sign: \_\_\_\_\_ Print/Type Name: \_\_\_\_\_

WSBA # \_\_\_\_\_ (if attorney) Attorney for: \_\_\_\_\_

Address: \_\_\_\_\_ City, State, Zip \_\_\_\_\_

Telephone: \_\_\_\_\_ Email Address: \_\_\_\_\_ Date: \_\_\_\_\_

**DO NOT USE THIS FORM FOR FAMILY LAW OR EX PARTE MOTIONS.**

**LIST NAMES AND SERVICE ADDRESSES FOR ALL NECESSARY PARTIES REQUIRING NOTICE**

Name \_\_\_\_\_  
Service Address: \_\_\_\_\_  
City, State, Zip \_\_\_\_\_  
WSBA# \_\_\_\_\_ Atty. For: \_\_\_\_\_  
Telephone #: \_\_\_\_\_  
Email Address: \_\_\_\_\_

Name \_\_\_\_\_  
Service Address: \_\_\_\_\_  
City, State, Zip \_\_\_\_\_  
WSBA# \_\_\_\_\_ Atty. For: \_\_\_\_\_  
Telephone #: \_\_\_\_\_  
Email Address: \_\_\_\_\_

Name \_\_\_\_\_  
Service Address: \_\_\_\_\_  
City, State, Zip \_\_\_\_\_  
WSBA# \_\_\_\_\_ Atty. For: \_\_\_\_\_  
Telephone #: \_\_\_\_\_  
Email Address: \_\_\_\_\_

Name \_\_\_\_\_  
Service Address: \_\_\_\_\_  
City, State, Zip \_\_\_\_\_  
WSBA# \_\_\_\_\_ Atty. For: \_\_\_\_\_  
Telephone #: \_\_\_\_\_  
Email Address: \_\_\_\_\_

Name \_\_\_\_\_  
Service Address: \_\_\_\_\_  
City, State, Zip \_\_\_\_\_  
WSBA# \_\_\_\_\_ Atty. For: \_\_\_\_\_  
Telephone #: \_\_\_\_\_  
Email Address: \_\_\_\_\_

Name \_\_\_\_\_  
Service Address: \_\_\_\_\_  
City, State, Zip \_\_\_\_\_  
WSBA# \_\_\_\_\_ Atty. For: \_\_\_\_\_  
Telephone #: \_\_\_\_\_  
Email Address: \_\_\_\_\_

**IMPORTANT NOTICE REGARDING CASES**

Party requesting hearing must file motion & affidavits separately along with this notice. List the names, addresses and telephone numbers of all parties requiring notice (including GAL) on this page. The Party requesting the hearing must serve a copy of this notice, with motion documents, on all parties and file a proof of service outlining all the documents served on the other party or parties.

The original must be filed at the Clerk's Office not less than **nine** court days prior to requested hearing date, except for Summary Judgment Motions and CR 12 Motions to Dismiss (to be filed with Clerk 28 days in advance).

Written responses and replies must be filed and served according to the deadlines in Local Civil Rule 7. See, Civil Rule 59 for response deadlines for Summary Judgment Motions and LCR 12 for Motions to Dismiss.

**THIS IS ONLY A PARTIAL SUMMARY OF THE LOCAL RULES AND ALL PARTIES ARE ADVISED TO CONSULT WITH AN ATTORNEY.**

The MALENG REGIONAL JUSTICE CENTER is in Kent, Washington at 401 Fourth Avenue North. The Clerk's Office is on the second floor, room 2C. The Judges' Mailroom is Room 2D.