

EMERGENCY HEARINGS

A party may seek an emergency hearing or expedited hearing involving a true emergency (i.e. a situation in which denial of hearing would cause a party to suffer irreparable harm).

Follow the steps as listed below:

- 1) File the motion requesting the desired relief
- 2) File a motion to shorten time
- 3) Prepare a proposed Order and Notice which grants the motion to shorten time and sets the motion for hearing. The hearing date (blanks in form) will be completed by Judge Cavender.
- 4) **(Chambers staff will contact the party moving for the emergency hearing once the Order and Notice is entered on the docket)**
- 5) File a certificate of service with Court indicating how service was effectuated (hand-delivery, e-mail, fax and/or mail)