

SAMPLE LANGUAGE

for MOTIONS

AND/OR

SEPARATE NOTICES

**re the THE NEW TRIAL ASSIGNMENT
PROCEDURES for FAMILY LAW MATTERS
effective 7/6/09**

see next page

NOTICE about TRIAL ASSIGNMENT PROCEDURES
for MATTERS ON THE FAMILY LAW TRIAL DOCKET
in MULTNOMAH COUNTY CIRCUIT COURT

You must report in person at the Multnomah County Courthouse for **Family Law Trial Assignment** on:

Date: _____
Time: 9:00 a.m.
Place: Multnomah County Courthouse
1200 SW 1st Avenue (between Madison & Jefferson)
Portland, Oregon 97204
Room: See Docket Call Board in lobby for notice of the
courtroom where Trial Assignment will be held.

At Trial Assignment, your case will be assigned to a Judge for trial the next judicial business day. **IF YOU FAIL TO APPEAR AT THE TIME AND DATE ABOVE, YOU MAY LOSE YOUR CHANCE TO PARTICIPATE IN THE HEARING AND THEREFORE LOSE YOUR CASE.**

Set-overs

Matters set for trial or hearing may be re-set prior to Trial Assignment twice by agreement of all parties through the Family Law Department at 503/988-3185. Other requests to re-set a hearing on the Trial Assignment Docket must be made by motion to an ex-parte judge after notice to the other party. If the motion to reset is made at ex-parte, the party requesting the re-set must comply with Supplemental Local Court Rule 8.041 (3). Supplemental Local Court Rules are available on the Multnomah Court's website at www.ojd.state.or.us/mul/FamilyCourt.

In matters where child custody or parenting time are at issue:

Trial/hearing will not be set at Trial Assignment unless:

- Mediation has been completed or waived and
- (If the Trial Assignment is for final hearing) the Parenting Education class has been completed by both parties.

See Supplemental Local Court Rules 8.046 and 8.125(2), also available on the court's website. www.ojd.state.or.us/mul/FamilyCourt.