

JACS RULES for Judge Alessandroni

COUNTY COURT, CHARLOTTE COUNTY FLORIDA

REQUESTING A HEARING DATE

You will only be allowed to view available hearing dates on JACS. Once you have coordinated a date and time with opposing counsel (or pro se party), please contact the Court's Judicial Assistant, preferably by E-mail to patriciat@ca.cjis20.org, to place your hearing on the Calendar. Be sure to include the following information when requesting a hearing date using the format below:

- Case Number
- Case style
- Motion/Matter being heard (include date motion was filed)
- Hearing date requested
- Time of day requested
- Length of time required for the hearing

Do not file a Notice of Hearing before a date has been confirmed by this office. Once you receive a confirmation E-mail, you may then file a notice of hearing. If you have not received a confirmation E-mail from the Judge's office, the matter has not been set and a notice of hearing should not be filed (and if filed, will be cancelled by the Court). The option in JACS for attorneys to self-schedule is not active, and all dates must be confirmed by this office.

CANCELLING A HEARING DATE

To cancel a hearing, you must E-file a notice of cancellation. Please notify the Court's Judicial Assistant of the cancellation by E-mail with a copy of the notice of cancellation as an attachment. Hearings and case management conferences set by the Court may not be cancelled without the permission of the Court.

TELEPHONIC APPEARANCE

In order to appear telephonically, a motion and order must be filed with and approved by the Court at least 3 business days prior to the scheduled hearing date. All telephonic hearings are set via CourtCall®. The motion and order must state the type of hearing, length of time, date and time, and should not contain any evidentiary material. Additionally, the motion and order MUST state that the hearing will be held via CourtCall®. Telephonic appearances hearings longer than 15 minutes will not be granted without consent of all parties or except on good cause shown. Each party is responsible for preparing their own motion and order for telephonic appearance. When the requesting parties have received the approving order, they must set the telephonic hearings via CourtCall® at (888) 882-6878. If the motion and order is not approved and coordinated with CourtCall® at least 3 business days prior to the scheduled hearing, all parties will be required to appear in person.