

**TIME RESERVE FORM FOR SETTING CASES
IN THE 115TH JUDICIAL DISTRICT COURT**

Today's Date: _____

Cause Number and Style of Case: _____

Type of Hearing Requested: _____

Requesting Attorney: _____
Telephone Number: _____; Fax Number _____

Opposing Attorney: _____
Telephone Number: _____; Fax Number _____

Amicus/Ad Litem (if applicable): _____
Telephone Number: _____; Fax Number _____

TOTAL TIME NEEDED BY ALL PARTIES: _____

Possible dates by ALL PARTIES (you need to check with the other side on dates for their availability before admitting to the Court)

(Second and Third Week of each month are Jury Weeks. No settings are Available during this time, unless approved by Judge). Fourth Monday of each month is Docket Call/No Settings Available

This Section to be completed by Court:

**Hearing set on _____ at _____ a.m./p.m. for
_____ hrs./min.

This form does not take the place of notification requirements. Your failure to contact all parties involved could result in the removal of the case from the Court's Docket

NOTE: At the Court's discretion, any matters requiring more than 15 minutes may be referred by the Court to mediation.