

**CIVIL CALENDARING REQUEST**

STATE OF NORTH CAROLINA  
ON SLOW COUNTY

IN THE GENERAL COURT OF JUSTICE  
DISTRICT COURT DIVISION  
FILE NO.: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_ Plaintiff(s)

\_\_\_\_\_ Plaintiff's Attorney(s)

VS

\_\_\_\_\_

\_\_\_\_\_ Defendant(s)

\_\_\_\_\_ Defendant's Attorney(s)

1. Please calendar for:            ( ) Motion   ( ) Jury Trial   ( ) Nonjury Trial
2. Session Date: \_\_\_\_\_
3. Presiding Judge: \_\_\_\_\_
4. Nature of Action: \_\_\_\_\_
5. Estimated Court Time Needed for Action: \_\_\_\_\_

*Name and Address of Opposing Counsel or pro se party:*

\_\_\_\_\_  
*(Signature of Attorney or pro se party making request)*

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
*(Phone # of person making request)*            *(Date)*

Note: Calendaring requests for trial dates should be filed & submitted to the Judges' office at least thirty-one days (31) days before the requested trial date. Calendaring requests for motions should be filed & submitted to the Judges' office at least twelve (12) days before the requested hearing date.

**MAIL TO OR FAX TO:**

District Court Judges' Office, Onslow County Courthouse, 625 Court Street, Jacksonville, NC 28540-4797, Telephone: (910) 478-3616, Fax (910) 478-3626