

STATE OF NORTH CAROLINA	<i>File No.</i>
Wake County	In The General Court of Justice Superior Court Division
<i>Name of Plaintiff(s)</i>	CIVIL SUPERIOR ORDER SUBMISSION COVER SHEET
VERSUS	
<i>Name of Defendant(s)</i>	
NOTE: Proposed orders for civil superior court actions must be submitted by e-mail to Wake.Civil.Superior.Orders@nccourts.org and all parties/counsel must be copied on the e-mail. This form must be completed and submitted with all proposed orders sent to the Court.	
ORDER SUBMITTED FOLLOWING A HEARING	
<p>(1) The undersigned submits the proposed order that accompanies this form for entry by the Court following a hearing on _____ (date) before the Honorable _____ (judge name).</p> <p>(2) The proposed order was delivered to opposing party/counsel for review on _____ (date) by:</p> <p><input type="checkbox"/> U.S. Mail</p> <p><input type="checkbox"/> e-mail</p> <p><input type="checkbox"/> Facsimile</p> <p><input type="checkbox"/> Personal Delivery.</p> <p>(3) Select at least one:</p> <p><input type="checkbox"/> All opposing parties/counsel reviewed the proposed order and agree to the form.</p> <p><input type="checkbox"/> The following opposing parties/counsel have not responded to communications from the undersigned and more than five (5) days have passed since the delivery of the proposed order: _____.</p> <p><input type="checkbox"/> The following opposing parties/counsel reviewed the proposed order and do NOT agree to the form: _____.</p> <p>_____ . A copy of opposing parties/counsel's alternative proposed order(s) shall be submitted to the court in the same e-mail as the proposed order being submitted by the undersigned, as well as any comments clarifying the difference between the proposed orders attached as a separate document.</p>	
CONSENT ORDER / CONSENT JUDGMENT (HEARING NOT REQUIRED BY LAW)	
<p>(1) The undersigned submits the proposed order / judgment that accompanies this form for entry by the Court. The motion that relates to the proposed order / the complaint that relates to the proposed judgment was filed on _____ (date) and a copy of the filed document is:</p> <p><input type="checkbox"/> Submitted in the same e-mail to the Court as the proposed order being submitted by the undersigned (for all motions / complaints filed prior to February 13, 2023).</p> <p><input type="checkbox"/> Available electronically in Odyssey/eCourts (for all motions / complaints filed on or after February 13, 2023).</p> <p>(2) The proposed order was delivered to opposing party/counsel on _____ (date) by:</p> <p><input type="checkbox"/> U.S. Mail</p> <p><input type="checkbox"/> e-mail</p> <p><input type="checkbox"/> Facsimile</p> <p><input type="checkbox"/> Personal Delivery.</p> <p>(3) All parties and counsel have reviewed the filed motion and proposed order / filed complaint and proposed judgment and:</p> <p><input type="checkbox"/> Consent to entry of the order.</p> <p><input type="checkbox"/> Do not consent to entry of the order.</p>	
The undersigned hereby certifies that a copy of this Cover Sheet has been distributed to the following parties/counsel (list all):	
Submitted on _____ (date) by:	
<input type="checkbox"/> Self-Represented Plaintiff <input type="checkbox"/> Plaintiff's Attorney <input type="checkbox"/> Self-Represented Defendant <input type="checkbox"/> Defendant's Attorney <input type="checkbox"/> Other: _____	
<i>Signature:</i>	<i>Name:</i>