

## How to calendar Family Law cases (Motions for Summary Judgment instructions are found [here](#))

*\*\*For child custody cases mediation must be done prior to bringing the matter to Calendar Call:*

[https://www.nccourts.gov/assets/documents/local-rules-forms/updated%20Notice-%20cusmed%20CMO%202021%20w%20Hyperlinks ff flowchart.pdf](https://www.nccourts.gov/assets/documents/local-rules-forms/updated%20Notice-%20cusmed%20CMO%202021%20w%20Hyperlinks%20ff%20flowchart.pdf)

Once the matter is ready to be set for hearing, choose a Family Law Calendar Call date here:

<https://www.nccourts.gov/locations/orange-county/orange-county-local-administrative-schedules>

Two weeks in advance have your NOH/Calendar Request and filing fee to the clerk if due. **Important:** if the NOH is for an issue in the underlying complaint, no fee is due. **NOH fees are collected for new motions only.** Be sure to review the draft calendar call docket and inform the clerk if you have a timely filed NOH and the matter is not listed.

Up to the day before calendar call the TCC will post the availability of judges on the same link above. Pick three agreeable dates to propose in the event there is a last-minute change, or the date fills up before the matter is called.

NOTE: Hearing dates are not given except at calendar call!!

Attached is a blank NOH for Orange Family Law Calendar Call. Once the matter is set, submit "Subsequent Notice of Hearing" and no payment is due. This notice is only to set the matter on calendar call. If you intend to use this for a "Subsequent NOH", the information must be changed to match the newly scheduled date!

[Notice of Hearing/Calendar Request - Fam](#)

## How to calendar Non-Family Law cases

*\*\*Cases eligible for arbitration must go through arbitration.*

When the matter is ready to be set a hearing date, choose a Non-Family Law Calendar Call date here:

<https://www.nccourts.gov/locations/orange-county/orange-county-local-administrative-schedules>

Two weeks in advance have your NOH/Calendar Request and filing fee to the clerk if due. **Important: if the NOH is for an issue in the underlying complaint, no fee is due. NOH fees are collected for new motions only.** Be sure to review the draft calendar call docket and inform the clerk if you have a timely filed NOH and the matter is not listed.

Up to the day before calendar call the TCC will post the availability of judges on the same link above. Pick three agreeable dates to propose in the event there is a last-minute change, or the date fills up before the matter is called.

Attached is a blank NOH for Orange Non-Family Law Calendar Call. Once the matter is set, submit "subsequent Notice of Hearing" and no payment is due. If you intend to use this for a "Subsequent NOH", the information must be changed to match the newly scheduled date!

NOTE: Hearing dates are not given except at calendar call!!

[Notice of Hearing/Calendar Request - Non Fam](#)

**For other case types see Order from Chief District Court Judge [here](#). It is very important to read this carefully and follow these procedures or the matter may not be heard on the date scheduled:**

<https://www.nccourts.gov/documents/local-rules-and-forms/administrative-order-in-re-establishing-district-court-civil-administrative-court-dates-and-calendar-rules>