

NORTH CAROLINA
COUNTY OF WAKE

IN THE GENERAL COURT OF JUSTICE
DISTRICT COURT DIVISION
FILE NO. _____

Assigned Judge: _____

_____,
Plaintiff,

v.

_____,
Defendant.

SUBMISSION COVER SHEET

FOR MOTIONS TO BE DECIDED WITHOUT A HEARING:

1. The undersigned party/counsel submits the following attached document for consideration by the Court:
☐ Motion and Order to Waive Custody Mediation dated _____
☐ Motion to Continue dated _____ and Order to Continue
☐ Subpoena to _____ dated _____
☐ Other: _____ dated _____
2. *Check the boxes that apply:*
☐ The attached document was delivered to the opposing party/counsel on _____ by ☐ U.S. Mail ☐ facsimile ☐ e-mail ☐ personal delivery.
☐ The opposing party either filed the complaint or has been properly served with the complaint in the underlying action, in accordance with Rule 4 of the NC Rules of Civil Procedure.
☐ The opposing party/counsel has reviewed the attached document and consents to its entry/issuance.
☐ The opposing party/counsel has reviewed the attached document and does NOT consent to its entry/issuance. ☐ The written objections of the opposing party are attached; ☐ The opposing party has been notified that he or she may submit written objections within ten days of receipt of the document to the Family Court office and will submit any written objection within ten (10) days.

FOR ORDER SUBMISSIONS

1. The attached Order submitted for entry by the Court:
☐ was announced by the Judge in open court or to the attorneys of record after a hearing.
☐ is entered pursuant to a Memorandum of Judgment/Order entered on _____
☐ is entered with the consent of both parties.
2. *Check the boxes that apply:*
☐ The proposed Order was delivered to the opposing party/counsel on _____ by ☐ U.S. Mail ☐ facsimile ☐ e-mail ☐ personal delivery.
☐ The opposing party/counsel has reviewed the attached document and consents to its entry/issuance.
☐ The opposing party/counsel has reviewed the attached document and does NOT consent to its entry/issuance. ☐ The written objections of the opposing party are attached; ☐ The opposing party/counsel has not responded to communications from the undersigned party/counsel and more than five (5) days have passed since the delivery of the attached document.

☐ A copy of this Submission Cover Sheet was delivered to the opposing party/counsel by ☐ U.S. Mail ☐ facsimile ☐ e-mail ☐ personal delivery on _____.

This the _____ day of _____, 20_____.

☐ Plaintiff

☐ Attorney for Plaintiff

☐ Defendant

☐ Attorney for Defendant

Name: _____

Address: _____

Telephone No. _____

Email Address: _____