



## Courtrooms for Observation in Mecklenburg County

- Level 1     **Courtroom 1130 (Misdemeanor Administrative)**  
**Courtroom 1150 (Felony Administrative)**
- Level 2     **Small Claims Court (Lawsuits less than \$10,000)**  
2310, 2330, 2350, 2370 (Civil Trials by Magistrate)
- Level 4     **District Criminal Court (Misdemeanors)**  
4110 Domestic Violence Cases (Civil)  
4130 Domestic Violence Cases (Criminal)  
4150, 4170, 4310 (Misdemeanor Trials by Judge)
- Level 5     **Superior Criminal Court (Felonies)**  
5350 (Criminal Administrative)  
5370, 5150 5170 (Criminal Trials by Jury)
- Level 6     **Superior Civil (Lawsuits \$25,000 +)**  
6150, 6170, 6130 (Civil Trials by Jury)  
6310 (Civil Motions)  
6370 (NC Business Court)  
**District Civil (Lawsuits \$10,000 -\$25,000)**  
6330 (Civil Trials by Judge or Jury)
- Level 8     **Family Court\***  
8100, 8130, 8150, 8170, 8310 (Domestic Trials by Judge)  
8110 (Child Support)

\*Juvenile courts located on this floor are generally limited to family members and associated parties.

## **Calendars and Schedules:**

Mecklenburg County maintains a web site with information about calendars and schedules for various courtrooms. Superior and District Court Judges' assignments are posted each week and will give you an idea of which courtrooms are operating and what is taking place in each courtroom. You can view these calendars and schedules on our website at:

**<http://www.nccourts.org/County/Mecklenburg/Calendars.asp>**

The District and Superior Civil Trial calendars are posted on the Internet. These calendars are posted approximately 30-40 days in advance of the date. A final calendar will be posted the Friday afternoon prior to the start of the session. Docket sheets are posted outside the entrance to each courtroom on a daily basis and will list the case number, party/defendant name, and the charge or type of case. These can be viewed on our website here:

**<http://www1.aoc.state.nc.us/www/calendars/Civil.jsp?county=MECKLENBURG>**

## **Files:**

Anyone may review the pleadings and other documents associated with a case by going to the Clerk of Superior Court's Office and asking for the appropriate case file. Ideally, a case number is preferred, but information can also be found using party or defendant name(s). There is no fee to view the file, which can not be removed from the file viewing area, but there is a fee to make copies. Criminal files can be found on Level 2 (Room 2132) and Civil files can be found on Level 3 (Room 3725).

## **Courtroom Rules and Etiquette:**

1. You should dress appropriately when observing court so as to maintain the dignity of the court. Business casual dress is preferred.
2. Talking is not permitted inside the courtroom. Do not approach or walk to the front of the courtroom.
3. All cell phones are to be turned off or placed on silent only. The use of electronic devices is permitted as long as they do not interfere or disrupt courtroom proceedings. Electronic devices cannot be used to take photographs or to make audio or video recordings of court proceedings. Violation of this policy may result in the confiscation of your electronic device. The presiding Judge may further restrict, or prohibit the use of an electronic device if it interferes with the administration of justice or disrupts the proceedings.
4. No food or drinks of any kind is allowed inside the courtroom. Eating, drinking, and sleeping while in the courtroom is not permitted.
5. All males must remove their hats and any type of headgear that is worn while inside the courtroom, including baseball caps and du-rags. The wearing of sunglasses while inside the courtroom is not permitted.