

**SUPERIOR COURT OF WASHINGTON  
IN AND FOR SNOHOMISH COUNTY**

\_\_\_\_\_  
Petitioner(s)

vs.

\_\_\_\_\_  
Respondent(s)

CASE NO. \_\_\_\_\_

**CALENDAR NOTE: (NTC)**

**FAMILY LAW MOTIONS**

Unless otherwise provided by applicable rule or statute, this form and the motion must be filed with the Clerk not less than twelve (12) calendar days preceding the date requested. Responses to motion must be filed five (5) court days before the hearing. Replies to responses must be filed three (3) court days before the hearing.

**FAMILY LAW/DOMESTIC CALENDAR**

Monday through Friday @ 9:00 a.m.  
Department B or C as assigned.

**Date requested:** \_\_\_\_\_  
(mm/dd/yyyy)

**Nature of hearing:** \_\_\_\_\_

\*Department assignment will be posted the day of the hearing

\_\_\_\_\_  
(Confirm hearing at 425-388-3587 or online at [www.snohomishcountywa.gov/Confirmations](http://www.snohomishcountywa.gov/Confirmations))

**PRO SE DISSOLUTION CALENDAR**

Wednesday @ 12:30 p.m. only  
Department C

**Date requested:** \_\_\_\_\_  
(mm/dd/yyyy) **\*\*NO CONFIRMATION REQUIRED\*\***

**Agreed Matters and Default Orders only**  
**\*\*\* NO CONTESTED MATTERS \*\*\***

**INTERPRETER CALENDAR**

Tuesday at 9:00 a.m. in Department D  
Friday @ 1:00 p.m. in Department D

**Date requested:** \_\_\_\_\_  
(mm/dd/yyyy)

**Nature of hearing:** \_\_\_\_\_

Interpreters are arranged through Court Administration.  
Please call 425-388-3421.

Language needed: \_\_\_\_\_

\_\_\_\_\_  
(Confirm hearing at 425-388-3587 or online at [www.snohomishcountywa.gov/Confirmations](http://www.snohomishcountywa.gov/Confirmations))

**NOTE:** When picking a hearing date, DO NOT schedule your hearing on a court holiday. A list of court holidays can be found at <http://www.snohomishcountywa.gov/354/County-Holidays>

If noting a presentation, or if a particular Court Commissioner has already heard a recent motion in the matter, please indicate that Court Commissioner's name here: \_\_\_\_\_

**WARNING! CONFIRMATION REQUIRED:** In order for the matter to be heard, the moving party **MUST CONFIRM** their motion two (2) court days prior to the hearing BEFORE 12:00 noon by calling 425-388-3587 or online at [www.snohomishcountywa.gov/Confirmations](http://www.snohomishcountywa.gov/Confirmations) For additional information see confirmations notes on page 2.

Failure to notify the Court of a continuance or strike may result in sanctions and/or terms. SCLCR 7.

**This form cannot be used for trial settings.** SCLMAR 2.1 SCLCR 40(b).

---

**CERTIFICATE OF SERVICE BY MAIL:**

I hereby certify that a copy of this document and all documents listed on page 3 have been mailed to the attorneys/parties listed on page 3, postage prepaid on the:

Date (mm/dd/yyyy): \_\_\_\_\_

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Printed name)

Noted by:

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Printed name)

\_\_\_\_\_  
WSBA#

Attorney for: (CHECK ONE)

- Petitioner/Plaintiff     Respondent/Defendant  
 Pro Se

---

**FOR PARTIES PRO SE:**

If service is required, you must also file a RETURN OF SERVICE. Failure to do so may result in your hearing not being heard.

Please check in the Law Library for more information regarding service.

Noted by:     Petitioner     Respondent

\_\_\_\_\_  
(Petitioner's signature)

\_\_\_\_\_  
(Petitioner's printed name)

\_\_\_\_\_  
(Respondent's signature)

\_\_\_\_\_  
(Respondent's printed name)

---

**WHERE TO NOTE VARIOUS MATTERS:**

For the most current information on where to calendar various matters see Administrative Order 11-12 which can be found online at [www.snohomishcountywa.gov/1354/Administrative-Orders](http://www.snohomishcountywa.gov/1354/Administrative-Orders)

**FAMILY LAW/DOMESTIC MOTIONS:** Most family law & domestic motions are heard on a Court Commissioner's calendar. The exceptions are matters relating to trial settings, trial continuances, motions for revision, and motions to enforce CR2A agreements; please refer to the Civil Motion Calendar Note regarding these motions.

**SPECIAL SET/EXTENDED MOTIONS BEFORE A COMMISSIONER:** Special Set/Extended motions are set by the Court Commissioner only, not by a party or by counsel.

**INTERPRETER CALENDAR:** Interpreters are arranged by Court Administration at 425-388-3421. Court Administration accepts requests for interpreters from pro se litigants and all other appointed or privately retained attorneys of record. All requestors have an ongoing obligation to provide Court Administration with correct and updated information regarding dates, times and locations of the hearings for which the interpreter is needed. The court requests five (5) days' notice of each hearing, if possible.

**CONFIRMATION NOTES:** All matters set on the Judge's Civil Motion Calendar, Presiding Judge's Motion Calendar or Court Commissioner Calendars must be confirmed not later than 12:00 noon two (2) court days prior to the hearing. Confirmations are accepted for a 24 hour period beginning at 12:01 p.m. three court days prior to the hearing date. When determining your confirmation deadline, do not count weekends or holidays. Confirmations can be made by calling 425-388-3587 or online at [www.snohomishcountywa.gov/Confirmations](http://www.snohomishcountywa.gov/Confirmations).

All matters specially set on a Judge's personal calendar must be set/confirmed/continued/stricken through the Judge's law clerk. Adoptions, reasonableness hearings and minor settlements are specially set on the Judge's Civil Motions calendar each Monday and are confirmed through the Civil Motions Judge's law clerk. Judge's calendar rotations and law clerk contact information is available online at <http://wa-snohomishcounty.civicplus.com/1338/Calendars-and-Schedules> or by calling Court Administration at 425-388-3421.

**Calendar Notes should be filed at:**  
Snohomish County  
Superior Court Clerk's Office  
3000 Rockefeller Ave M/S 605  
Everett, WA 98201

**All Motions Heard At:**  
Snohomish County  
Superior Court  
3000 Rockefeller Ave  
Everett, WA 98201

Please print the names, addresses etc. of all other attorneys in this case and/or all other parties requiring notice.

Name: \_\_\_\_\_ WSBA#: \_\_\_\_\_  
Address: \_\_\_\_\_ Phone # \_\_\_\_\_ Ext. \_\_\_\_\_  
\_\_\_\_\_  
Attorney for: (CHECK ONE)  
 Petitioner/Plaintiff  Respondent/Defendant  
 Pro Se

Name: \_\_\_\_\_ WSBA#: \_\_\_\_\_  
Address: \_\_\_\_\_ Phone # \_\_\_\_\_ Ext. \_\_\_\_\_  
\_\_\_\_\_  
Attorney for: (CHECK ONE)  
 Petitioner/Plaintiff  Respondent/Defendant  
 Pro Se

Name: \_\_\_\_\_ WSBA#: \_\_\_\_\_  
Address: \_\_\_\_\_ Phone # \_\_\_\_\_ Ext. \_\_\_\_\_  
\_\_\_\_\_  
Attorney for: (CHECK ONE)  
 Petitioner/Plaintiff  Respondent/Defendant  
 Pro Se

Name: \_\_\_\_\_ WSBA#: \_\_\_\_\_  
Address: \_\_\_\_\_ Phone # \_\_\_\_\_ Ext. \_\_\_\_\_  
\_\_\_\_\_  
Attorney for: (CHECK ONE)  
 Petitioner/Plaintiff  Respondent/Defendant  
 Pro Se

Name: \_\_\_\_\_ WSBA#: \_\_\_\_\_  
Address: \_\_\_\_\_ Phone # \_\_\_\_\_ Ext. \_\_\_\_\_  
\_\_\_\_\_  
Attorney for: (CHECK ONE)  
 Petitioner/Plaintiff  Respondent/Defendant  
 Pro Se

List all documents mailed: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_