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Counsel:

You are being notified pursuant to Uniform State Court Rule 8.3 that the cases on the attached Civil Jury Trial Calendar are being called in starting on Monday, February 3, 2020 at 9:00 a.m. in courtroom 3H for Judge Ronda Colvin Leary. You will not receive further notice in the mail.

Please return ADR/Mediation form via fax or email no later than Wednesday, January 29, 2020. Both sides must sign the ADR form in order for a case to be sent to Mediation.

**A Consolidated Pre-Trial Order must be filed in 5 days prior to your case going out to trial unless you've filed one previously. Filing a Motion for Summary Judge or any other type motion besides a Motion for Continuance will not remove your case from the Jury Calendar.**

All case announcements need to be made to Kelsea Martin 770-822-8547 no later than noon on Wednesday, January 29, 2020.

You can see a copy of the Civil Jury Trial Calendar at [gwinnettcourts.com](http://gwinnettcourts.com). Select - State Court - Select Judge Colvin Leary - Select which calendar you are interested in viewing.

If you are unable to open the attachment, you can download the Adobe Reader software at [www.adobe.com](http://www.adobe.com).

Please follow all instructions on the cover page of the calendar.

Thank you,

Kelsea Martin  
Calendar Coordinator  
Judge Ronda Colvin Leary