

5/4/21

22302

Counsel

You are being notified pursuant to Uniform State Court Rule 8.3 that the cases on the attached **NO SERVICE CALENDAR** are being called in May 18, 2021 **VIA ZOOM** at 9:00 a.m. in courtroom 2B for Judge Ronda Colvin Leary. It is not necessary to appear in person. Please see attached information regarding Covid procedures.

You will not receive further notice in the mail.

*** Any Post Judgment Motions that were filed under a new case number will require service on the Defendant or non party from whom discovery is being sought as would be required by the Civil Practice Act in any newly filed action.**

*** Please note our office policy has changed regarding Motion for Continuances. If Plaintiff request additional time for service - 1st time on calendar - it is not necessary to call our office and request a continuance. PLEASE SUBMIT THE ATTACHED FINAL CONTINUANCE ORDER for filing at least 3 days prior to the call of the calendar and your case will be continued for 90 days. ** Orders may be faxed 770-822-8513 or e-mailed to kelsea.martin@gwinnettcourt.com.**

* If your case has previously been on a No Service Calendar, you will need to appear before Judge Colvin Leary **VIA ZOOM** on May 18, 2021 and ask for the case to be continued.

You can see a copy of the No Service Calendar at gwinnettcourts.com. Select - State Court - Select Judge Ronda 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

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

Thank you,

Kelsea Martin
Calendar Coordinator
Judge Ronda Colvin Leary
Gwinnett County State Court

IN THE STATE COURT OF GWINNETT COUNTY, STATE OF GEORGIA
JUDGE RONDA COLVIN LEARY - COURTROOM 2B - VIA ZOOM
CIVIL NO SERVICE CALENDAR MAY 18, 2021 - 9.00 A.M.

There being No-Service on the following cases, **THE CASE WILL BE DISMISSED** unless Counsel supplies sufficient information to perfect service prior to the calling of this Calendar.

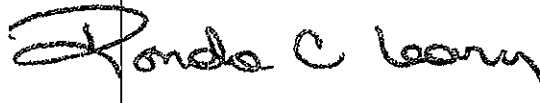
ALL DISMISSALS OR RE-ATTEMPT OF SERVICE, REQUESTS FOR SPECIAL AGENT, ETC., SHOULD BE PRESENTED IN WRITING, AT OR PRIOR TO THE CALL OF THE CALENDAR.

COURT REPORTER

Our official court reporter ("CR") will be present and you may retain her. Failure to share in "take down" costs may impair your ability to procure a transcript. The attorney or pro se litigant retaining the CR shall pay all fees immediately upon the conclusion of the hearing/trial. If you would like your case taken down by the CR, the cost to do so is \$43.31 per hour (or half if cost is shared). There will be an additional cost for any transcript that is ordered. **Counsel or pro se litigant should be prepared to make immediate payment at the time "take down" is completed.**

Civil No Service Zoom Information.
Meeting ID 814 3613 6625
Passcode 258264

THIS CALENDAR APPROVED AND ORDERED PUBLISHED, this 28 day of April, 2021.



RONDA COLVIN LEARY, Judge
State Court of Gwinnett County

FOR ASSISTANCE PLEASE CONTACT KELSEA MARTIN, CALENDAR COORDINATOR
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**COVID-19 CIVIL HEARING PROCEDURES - DIVISION 4, STATE COURT
JUDGE RONDA COLVIN LEARY**

Covid-19 has changed the way people interact with each other throughout our community. The safety and well-being of everyone that needs access to the courts is of paramount concern. At the same time, parties involved in litigation need and deserve the opportunity to resolve those disputes. Recognizing that, the Chief Justice's Declaration of Statewide Judicial Emergency encourages the courts and litigants to proceed to the extent feasible with non-essential functions consistent with public health guidelines.

In an effort to promote social distancing, the Court will be reducing the number of cases called in on calendars and utilizing mobile technology to the greatest extent possible. To use court time most effectively, opposing counsel are directed to confer with each other in advance of scheduled calendars. If possible, every effort should be made to narrow the issues and reach agreement on the best course of action for presenting the case to the Court. The Court retains the final decision on how to conduct the proceedings.

HEARINGS WILL BE CONDUCTED REMOTELY

The Judge will appear in an open courtroom at the Gwinnett County Courthouse and all hearings will be televised in the courtroom. A link will be provided to all counsel in advance of the hearing which will allow the parties to join prior to the scheduled hearing time. The Judge will appear as close to the designed time scheduled as possible. Please note that the Judge may be delayed due to previous hearings scheduled on the same day but will make every effort to appear promptly. If you expect to have witness testimony, you must provide your witnesses with the Zoom link provided prior to the hearing. Zoom hearings often will include multiple cases at the same time and we ask that you remain quiet when entering the session. Court staff will call lengthy calendars for the Judge to ascertain what cases are ready to proceed prior to the Judge joining the hearing. If you enter late, please wait until the Judge has concluded all hearings before addressing the Court. Please note the following:

- 1) **REPORTING REQUIREMENTS** After conferring with each other, the parties should notify the court no later than 5 business days prior to the hearing, via email to kelsea.martin@gwinnettcourt.com, of the following: 1) A joint time estimate; 2) If a court reporter is requested, 3) If exhibits are to be provided to the Court, and, 4) If an interpreter is needed.
- 2) **DOCUMENTARY AND OTHER PHYSICAL EVIDENCE**, Parties that will be relying on physical or documentary evidence are directed to scan, photograph or otherwise convert to a digital format such evidence they expect to present prior to the commencement of proceedings and email same to the Court (kelsea.martin@gwinnettcourt.com) by 5 pm no later than two days prior to the hearing.
- 2) **COURT REPORTER**. A court reporter will be provided for all hearings whether remote or on site. In order for the court reporter to make an accurate record of

your video hearing, please note the following: 1) Please introduce yourself to the Court at the beginning of the hearing; 2) Inform the Court on the record whether or not you would like your hearing taken down by the court reporter; 3) It is imperative that everyone speaks in a loud, clear voice, and, 4) Please do not interrupt one another and do not talk over each other. It makes it very difficult for everyone to be heard. Additionally, please note that the court reporter typically requires payment at the time services are rendered. If your hearing is conducted remotely, an invoice will be e-mailed immediately following the hearing that should be paid upon receipt.

We understand that this is a difficult time for everyone and if you are in need of any additional information or have other concerns please notify the court via email (kelsea.martin@gwinnettcourt.com) at any time. Please note that staff are working remotely and only in the office limited hours so phone calls may be delayed. The easiest and quickest way to receive a response regarding any questions or issues is via email. Thank you for your willingness to assist the court in moving forward in an ever changing environment.