| CIRCUIT COURT ADDRESS | JUDGE CLERK PHONE # HOURS | TERMS OF COURT AND GENERAL INFORMATION |
|---|---|---|
| Accomack Circuit Court<br>Second Judicial Circuit<br>P. O. Box 126<br>23316 Courthouse Avenue<br>Accomac, VA 23301-0126 | Hon. William R. O'Brien*<br>Hon. Glenn R. Croshaw<br>Hon. Steven C. Frucci<br>Hon. W. Revell Lewis III<br>Hon. James Clayton Lewis<br>Hon. Leslie L. Lilley<br>Hon. Stephen C. Mahan<br>Hon. H. Thomas Padrick Jr.<br>Hon. A. Bonwill Shockley<br><br>Samuel H. Cooper Jr., Clerk<br>757/787-5776<br>Fax - 757/787-1849<br>9:00AM - 5:00PM<br><br>E-Mail:<br>SHCooper@courts.state.va.us | Terms begin, 1st Monday, Feb., Apr., June, Aug., Oct. & Dec.<br>Grand Juries, 1st day of Term.<br>Docket call held the 1st Mon. in Feb., April, June, Aug., Oct. & Dec. at 10:00 a.m.<br>Court convenes at 9:30 a.m.<br>Cases set by written request prior to term or at docket call held Monday (or Tuesday) preceding Term Day.<br>Commissioners in Chancery are utilized. |
| Albemarle Circuit Court<br>Sixteenth Judicial Circuit<br>Albemarle County Courthouse<br>Court Square<br>501 East Jefferson Street<br>Charlottesville, VA 22902 | Hon. Cheryl V. Higgins<br>Hon. Timothy K. Sanner*<br>Hon. Daniel R. Bouton<br>Hon. Richard E. Moore<br>Hon. Susan L. Whitlock<br><br>Jon R. Zug, Clerk<br>434/972-4083<br>Criminal Division: 434/972-4085<br>Civil Division: 434-972-4086<br>Fax - 434/293-0298<br>8:30AM - 4:30PM | Criminal Terms begin, 1st Monday, Feb., Apr., June, Aug., Oct., & Dec.<br>Civil Terms begin, last Thursday of each month except Nov. and Dec. which is the 3rd Thursday.<br>Grand Juries, 1st day of Term.<br>All criminal cases set on Term Day.<br>Court has adopted procedures of Rule 1:20 (a) and (e) for scheduling civil cases for trial, and either civil cases set by praecipe received through Wednesday preceding docket call on last Thursday of each month, or upon agreement of counsel with approval of court.<br>Court convenes 9:30 a.m.<br>Commissioners in Chancery are utilized in some contested chancery causes. |
| Alexandria Circuit Court<br>Eighteenth Judicial Circuit<br>Courthouse<br>520 King Street<br>Alexandria, VA 22314 | Hon. Lisa Bondareff Kemler*<br>Hon. James C. Clark<br>Hon. Nolan B. Dawkins<br><br>Edward Semonian Jr., Clerk<br>703/746-4044<br>9:00AM - 5:00PM<br><br>E-Mail:<br>ed.semonian@alexandriava.gov | Terms begin, 2nd Monday, Jan., March, May, July, Sept., Nov.; at 9:00 a.m.; cases may also be set for trial by telephone (703/746-4123).<br>Motions Day, 2nd & 4th Wednesday at 10:00 a.m.<br>Grand Juries, 2nd Monday of each month.<br>Court convenes 10:00 a.m. except traffic and misdemeanor appeals, Status Conferences and Term Day at 9:00 a.m.; also uncontested ore tenus divorces, appointment of guardians/conservators and other very short uncontested matters are heard at 9:00 a.m.<br>Commissioners in Chancery used in divorce cases, mechanics' lien suits and other chancery causes only when requested.<br>Status Conferences are noticed by the court four months after the suit is filed for the purpose of setting a trial date. |

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Underscoring Denotes Judge Presiding in this Court.
For Judge's Home Court, see Virginia Judges 6-1.

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| Alleghany Circuit Court<br>Twenty-fifth Judicial Circuit<br>P. O. Box 670<br>Courthouse<br>266 West Main Street<br>Covington, VA 24426-0670 | Hon. Malfourd W. Trumbo*<br>Hon. W. Chapman Goodwin<br>Hon. Anita D. Filson<br>Hon. Victor V. Ludwig<br>Hon. Charles L. Ricketts III<br><br>Debra N. Byer, Clerk<br>540/965-1730<br>540/965-1738 Judges' Chambers<br>Fax - 540/965-1732<br>Fax - 540/965-1737 (Judge Trumbo)<br>8:30AM - 5:00PM<br><br>E-Mail:<br>dbyer@courts.state.va.us | Terms begin, 2nd Monday, Jan., Apr., July, and 1st Tuesday after 2nd Monday in October.<br>Grand Juries, 1st day of Term.<br>Cases set on Term Day, cases also set between docket calls by agreement of counsel.<br>Court convenes 9:30 a.m.<br>Commissioners in Chancery are utilized in general chancery causes when needed. |
| Amelia Circuit Court<br>Eleventh Judicial Circuit<br>P. O. Box 237<br>Courthouse Square<br>Amelia, VA 23002-0237 | Hon. Paul W. Cella*<br>Hon. Dennis M. Martin Sr.<br>Hon. Joseph M. Teefey Jr.<br><br>Marilyn Wilson, Clerk<br>804/561-2128<br>Fax - 804/561-6364<br>8:30AM - 5:00PM<br><br>E-Mail:<br>MWilson@courts.state.va.us | Court convenes 10:00 a.m. normally. Occasionally, Court will set 9:00 a.m. cases.<br>Terms Days: 1st Tuesday, Feb., Apr., June, Aug., Oct., & Dec. at 10:00 a.m.<br>Criminal days: 1st Thurs. & 3rd Fri. each month, 9:00 a.m.<br>Grand Juries, 1st day of Term.<br>All cases set on Term Day; cases also set between docket calls by agreement of court and counsel.<br>Commissioners in Chancery are utilized in general chancery causes when needed.<br>The Circuit Court of Amelia County uses regular mail to distribute orders to attorneys and to litigants, only if they are not represented by counsel. We do not require a self-addressed stamped envelope. |
| Amherst Circuit Court<br>Twenty-fourth Judicial Circuit<br>P. O. Box 462<br>113 Taylor Street<br>Amherst, VA 24521 | Hon. F. Patrick Yeatts*<br>Hon. R. Edwin Burnette Jr.<br>Hon. John T. Cook<br>Hon. Michael T. Garrett<br>Hon. James W. Updike Jr.<br><br>Deborah C. Mozingo, Clerk<br>434/946-9321<br>Fax - 434/946-9323<br>8:30AM - 5:00PM | Terms begin, 2nd Tuesday, Feb., Apr., June, Oct., & Dec.<br>Grand Juries, 1st day of Term.<br>Cases set on Term Day; cases also set between docket calls by agreement of court and counsel.<br>Court convenes 9:30 a.m.<br>Commissioners in Chancery are utilized.<br>Amherst County distributes final orders in civil cases by regular mail to attorneys of record, or to pro se litigants, within two business days of receipt of the signed order in the Clerk's Office, from the Judge. |

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| CIRCUIT COURT ADDRESS | JUDGE CLERK PHONE # HOURS | TERMS OF COURT AND GENERAL INFORMATION |
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| Appomattox Circuit Court<br>Tenth Judicial Circuit<br>297 Court Street, Suite B<br>P. O. Box 672<br>Appomattox, VA 24522-0672 | Hon. Donald Carl Blessing<br>Hon. S. Anderson Nelson<br>Hon. Leslie M. Osborn*<br>Hon. Kimberley S. White<br><br>Janet A. Hix, Clerk<br>434/352-5275<br>Fax - 434/352-2781<br>8:30AM - 4:30PM<br><br>E-Mail:<br>jhix@courts.state.va.us | Court convenes 9:30 a.m.<br>Terms begin, Tuesday after the 1st Monday, Jan., Apr., June, Sept., & Nov.<br>If the first day, known as Term Day, of any Term shall fall on a legal holiday, Term Day will be on the next day.<br>Grand Juries, 1st day of Term.<br>All criminal cases are to be set with the Office of the Commonwealth's Attorney.<br>Civil cases are set by written request (email is preferred). Send request to anelson@courts.state.va.us with a copy to pcolgate@courts.state.va.us. |
| Arlington Circuit Court<br>Seventeenth Judicial Circuit<br>1425 North Courthouse Road<br>Arlington, VA 22201 | Hon. William T. Newman Jr.*<br>Hon. Louise M. DiMatteo<br>Hon. Daniel S. Fiore II<br><br>Paul F. Ferguson, Clerk<br>703/228-7010<br>8:00AM - 4:00PM | Terms begin, 3rd Monday, (or Tuesday if holiday falls on Monday) Feb. and April.<br>Civil Motions Day - Every Friday, 10:00 a.m., fiduciary matters, appointment of guardians, and uncontested wills are set at 9:30 a.m.<br>Evidentiary criminal motions are set at 9:30 a.m. on the 1st & 3rd Thurs. of each month and at 9:30 a.m. on Civil Term Day.<br>Grand Juries, 3rd Monday of each month.<br>Court convenes 10:00 a.m. (civil) and 9:30 a.m. (criminal).<br>Commissioners in Chancery are utilized in divorce and partition.<br>Ore tenus hearings are available every Tues. and Wed. at 9:30 a.m.<br>All bench warrant arraignments can be heard Monday through Friday at 9:30 am |
| Augusta Circuit Court<br>Twenty-fifth Judicial Circuit<br>P. O. Box 689<br>Augusta County Courthouse<br>1 East Johnson Street<br>Staunton, VA 24402-0689 | Hon. Anita D. Filson<br>Hon. Victor V. Ludwig<br>Hon. Malfourd W. Trumbo*<br>Hon. W. Chapman Goodwin<br>Hon. Charles L. Ricketts III<br><br>Carol M. Brydge, Clerk<br>540/245-5321<br>Fax - 540/245-5318<br>8:30AM - 5:00PM | Terms begin, 4th Monday, Jan., Apr., July & Oct.<br>Grand Juries, 4th Monday in January, March, May, July, September & November.<br>Civil trials and motions hearings set by praecipe, filed by noon 7 days prior to civil docket call, held on the 1st and 3rd Monday of each month. (When civil docket call falls on a holiday, the docket call wil be on Tuesday.)<br>Court convenes 9:00 a.m.<br>Commissioners in Chancery are utilized in limited instances.<br>Civil Final Orders are mailed via regular mail. Criminal Final Orders are transported as follows: To Probation Officers, Court Service Units, Public Defenders, Commonwealth Attorneys and Attorneys who have provide email addresses, final orders are emailed. If there is no email address, we mail by regular mail. For Local Attorneys, we have a designated file tray from which they may pick up applicable orders. |

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| Bath Circuit Court<br>Twenty-fifth Judicial Circuit<br>P. O. Box 180<br>Courthouse<br>Warm Springs, VA 24484-0180 | Hon. Malfourd W. Trumbo*<br>Hon. Anita D. Filson<br>Hon. W. Chapman Goodwin<br>Hon. Victor V. Ludwig<br>Hon. Charles L. Ricketts III<br><br>Annette T. Loan, Clerk<br>540/839-7226<br>Fax - 540/839-7248<br>8:30AM - 4:30PM | Terms begin 3rd Monday (or Tuesday if holiday falls on Monday), Jan., June, Sept.; 1st Monday April.<br>Grand Juries, 1st day of Term.<br>Cases set on Term Day. Cases also set between docket calls by agreement of counsel with approval of court.<br>Court convenes 9:30 a.m.<br>Commissioners in Chancery are utilized in general chancery except divorce.<br>Local rules adopted pursuant to § 8.01-4. |
| Bedford Circuit Court<br>Twenty-fourth Judicial Circuit<br>123 East Main St.<br>Suite 201<br>Bedford, VA 24523<br>Judges' Address: 123 East Main St. Suite 301 | Hon. James W. Updike Jr.<br>Hon. F. Patrick Yeatts*<br>Hon. R. Edwin Burnette Jr.<br>Hon. John T. Cook<br>Hon. Michael T. Garrett<br><br>Cathy C. Hogan, Clerk<br>540/586-7632<br>Fax - 540/586-6197<br>8:30AM - 5:00PM<br><br>E-Mail:<br>chogan@courts.state.va.us | Terms begin, 1st Tuesday, Jan., March, May, July, Sept. & Nov.<br>Grand Juries, 1st day of Term and 1st Friday, Feb., Apr., Jun., Aug., Oct., & Dec.<br>All cases set on Term Day.<br>Court convenes 9:00 a.m.<br>Civil docket called at 10:00 a.m. on Term Day.<br>Commissioners in Chancery not utilized.<br>Misdemeanor appeals pre-set for 3rd & 4th day of Term.<br>Bedford County Circuit sends (either via email or in/house) every order, final or otherwise) to anyone or entity mandated in the order and/or the attorney of record or any unrepresented party. We do not charge a fee or require envelopes. |
| Bland Circuit Court<br>Twenty-seventh Judicial Circuit<br>612 Main Street, Suite 104<br>P. O. Box 295<br>Bland, VA 24315 | Hon. Josiah T. Showalter Jr.*<br>Hon. Bradley W. Finch<br>Hon. Brett L. Geisler<br>Hon. H. Lee Harrell<br>Hon. Marcus H. Long Jr.<br>Hon. Robert M. D. Turk<br><br>Rebecca I. Johnson, Clerk<br>276/688-4562<br>Fax - 276/688-2438<br>8:00AM - 6:00PM<br><br>E-Mail:<br>rijohnson@courts.state.va.us | Criminal Term begins, 2nd Monday, March, June, Sept. & Dec.<br>Grand juries, 1st day of Term.<br>Civil cases set by contacting Circuit Court Clerk's Office by agreement of counsel or on 1st day of Term.<br>Criminal cases pre-set with Commonwealth's Attorney's Office.<br>Court convenes 9:00 a.m.<br>Commissioners in Chancery are utilized only in certain cases. |

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| Botetourt Circuit Court<br>Twenty-fifth Judicial Circuit<br>P. O. Box 219<br>Courthouse<br>Main Street<br>Fincastle, VA 24090-0219 | Hon. Malfourd W. Trumbo*<br>Hon. Anita D. Filson<br>Hon. W. Chapman Goodwin<br>Hon. Victor V. Ludwig<br>Hon. Charles L. Ricketts III<br><br>Tommy L. Moore, Clerk<br>540/473-8274<br>Fax - 540/473-8209<br>8:30AM - 4:30PM | Terms begin, 1st Monday, March, June, August, Oct. & Dec.<br>Grand Juries, 1st day of Term.<br>Court convenes 9:30 a.m.<br>Motion Day 1st Thursday of each month.<br>Commissioners in Chancery are utilized upon request. |
| Bristol Circuit Court<br>Twenty-eighth Judicial Circuit<br>Courthouse<br>497 Cumberland Street<br>Bristol, VA 24201 | Hon. Sage B. Johnson*<br>Hon. C. Randall Lowe<br>Hon. Deanis L. Simmons<br><br>Kelly F. Duffy, Clerk<br>276/645-7321<br>Fax - 276/821-6097<br>9:00AM - 5:00PM<br><br>E-Mail:<br>kduffy@courts.state.va.us | Docket calls will no longer be used. The Court will proceed with the Praecipe System to be called on the opening day of the term as set forth in Rule 1:15 of the Supreme Court of Virginia.<br>Terms begin, 1st Monday, Aug., Nov., Feb., May.<br>Grand Juries, 1st day of Term.<br>Civil cases are set on Term Day or through contact with the Judge's office.<br>Criminal cases set by Court upon receipt of record in Circuit Court from District Court.<br>Court convenes 9:00 a.m.<br>Commissioners in Chancery are used only to review accountings of Special Commissioners. |
| Brunswick Circuit Court<br>Sixth Judicial Circuit<br>216 North Main Street<br>Lawrenceville, VA 23868-0160 | Hon. W. Allan Sharrett*<br><br>V. Earl Stanley Jr., Clerk<br>434/848-2215<br>Fax - 434/848-4307<br>8:30AM - 5:00PM<br><br>E-Mail:<br>vesjr@telpage.net | Terms begin, 4th Tuesday in Feb., April, June, Aug., Oct. & Dec.<br>Grand Juries, 1st day of Term.<br>All cases are set on Term Day.<br>Civil Court convenes 9:00 a.m.; Criminal court convenes at 9:00 a.m.<br>Commissioners in Chancery are utilized as determined by court.<br>Instructions must be submitted 5 days prior to trial.<br>Local rules adopted pursuant to § 8.01-4.<br>Brunswick Circuit Court requires a self-addressed, stamped envelope to send a copy of a final order to counsel or a litigant. |
| Buchanan Circuit Court<br>Twenty-ninth Judicial Circuit<br>P.O. Box 929<br>Courthouse<br>Grundy, VA 24614<br>1012 Walnut Street Room 210<br>Grundy, VA 24614 | Hon. Patrick R. Johnson<br>Hon. Jack S. Hurley Jr.*<br>Hon. Michael Lee Moore<br>Hon. Richard C. Patterson<br>Hon. Henry A. Vanover<br><br>Beverly S. Tiller, Clerk<br>276/935-6567<br>Fax - 276-935-7086<br>8:30AM - 5:00PM | Terms begin, 2nd Monday, Jan., April, July, & Oct.<br>Criminal Term begins, 4th Monday, Jan., April, July & Oct.<br>Civil Term begins, 2nd Tuesday Jan., April, July, & Oct.<br>Grand Juries, 2nd Monday, Jan., April, July, & Oct.<br>All Cases set at early docket call on 4th Thursday preceding Term and on Term Day.<br>Court convenes 9:00 a.m.<br>Commissioners in Chancery are utilized primarily in cases dealing with partition suits.<br>Normal practice is to send final orders by regular mail. Upon request other arrangements can be made. |

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| Buckingham Circuit Court<br>Tenth Judicial Circuit<br>13061 W. James Anderson Hwy.<br>P. O. Box 107<br>Buckingham, VA 23921-0107 | Hon. Donald Carl Blessing<br>Hon. Leslie M. Osborn*<br>Hon. S. Anderson Nelson<br>Hon. Kimberley S. White<br><br>Malcolm Booker Jr., Clerk<br>434/969-4734<br>Fax - 434/969-2043<br>8:30AM - 4:30PM | Terms begin, Tuesday after 2nd Monday, Jan., April, June, Sept., & Nov.<br>Grand Juries, 1st day of Term.<br>Court convenes 9:30 a.m.<br>Commissioners in Chancery are utilized in chancery cases except divorce cases.<br>Criminal cases are set on Term Day.<br>Civil cases are set by written request (email is preferred). Send request to dblessing@courts.state.va.us with copy to ajamerson@courts.state.va.us. |
| Buena Vista Circuit Court<br>Twenty-fifth Judicial Circuit<br>Municipal Building<br>2039 Sycamore Avenue<br>Buena Vista, VA 24416 | Hon. Anita D. Filson<br>Hon. Malfourd W. Trumbo*<br>Hon. W. Chapman Goodwin<br>Hon. Victor V. Ludwig<br>Hon. Charles L. Ricketts III<br><br>Christopher W. Coleman, Clerk<br>540/261-8627<br>Fax - 540/261-8625<br>8:30AM - 4:30PM<br><br>E-Mail:<br>ccoleman@courts.state.va.us | Terms begin, 4th Wednesday, Jan., July; 1st Monday April; 4th Monday, September.<br>Grand Juries, 1st day of Term.<br>Felonies set on 1st day of Term.<br>Misdemeanor appeals pre-set for afternoon of Motions Day.<br>Court convenes 9:30 a.m.<br>Motion Day, 1st Friday & 3rd Friday (if needed) of each month.<br>Commissioners in Chancery are utilized for execution of decrees of reference. |
| Campbell Circuit Court<br>Twenty-fourth Judicial Circuit<br>732 Village Highway<br>P. O. Box 7<br>Rustburg, VA 24588 | Hon. John T. Cook<br>Hon. F. Patrick Yeatts*<br>Hon. R. Edwin Burnette Jr.<br>Hon. Michael T. Garrett<br>Hon. James W. Updike Jr.<br><br>Sheila Bosiger, Clerk<br>434/592-9517<br>8:30AM - 4:30PM | Terms begin, 2nd Monday, Jan., March, May, July, Sept. & Nov.<br>Grand Juries, on term day at 9:00 a.m.<br>Criminal cases are set on term day at 2:00 p.m.<br>Civil cases are set on term day at 10:00 a.m. or by pretrial hearing which may be by telephone.<br>Court convenes 9:30 a.m.<br>Commissioners in Chancery are utilized.<br>Distribution of court orders is by regular mail or interoffice office mail for local attorneys. If possible, please provide a self-addressed stamped envelope. |
| Caroline Circuit Court<br>Fifteenth Judicial Circuit<br>P. O. Box 309<br>112 Courthouse Lane, Suite A<br>Bowling Green, VA 22427-0309 | Hon. J. Overton Harris*<br>Hon. Sarah L. Deneke<br>Hon. Joseph J. Ellis<br>Hon. Herbert M. Hewitt<br>Hon. Patricia Kelly<br>Hon. Michael E. Levy<br>Hon. R. Michael McKenney<br>Hon. Ricardo Rigual<br>Hon. Charles S. Sharp<br>Hon. Gordon F. Willis | Criminal court convenes 9:00 a.m., Wed. & Thurs.<br>Civil court convenes 9:00 a.m., Fri.<br>Terms begin 1st Wed. at 9:00 a.m., Jan., March, May, July, Sept. & Nov.<br>Grand Juries, 1st day of Term<br>Civil cases are set on Term Day by praecipe and pursuant to Rule 1:20 (a)<br>Criminal cases are set on the 1st day of each term (1st Wed.) in Jan., March, May, July, Sept. & Nov.<br>Commissioners in Chancery are utilized in general chancery causes and |

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| Caroline Circuit Court - Continued | Hon. Victoria A. B. Willis<br><br>Susan W. Minarchi, Clerk<br>804/633-5800<br>8:30AM - 4:00PM | selectively in divorce suits. |
| Carroll Circuit Court<br>Twenty-seventh Judicial Circuit<br>P. O. Box 218<br>605 Pine Street<br>Hillsville, VA 24343-0218 | Hon. Brett L. Geisler<br>Hon. Josiah T. Showalter Jr.*<br>Hon. Bradley W. Finch<br>Hon. H. Lee Harrell<br>Hon. Marcus H. Long Jr.<br>Hon. Robert M. D. Turk<br><br>Gerald R. Goad, Clerk<br>276/730-3070<br>Fax - 276/730-3071<br>8:00AM - 5:00PM | Terms begin, 3rd Monday, March, June, Sept.; 2nd Monday, Dec.<br>Motion Day, as scheduled.<br>Grand Juries, 1st day of Term.<br>All cases set on Docket Day.<br>Court convenes 9:00 a.m.<br>Commissioners utilized in partition suits and selectively in other matters. |
| Charles City Circuit Court<br>Ninth Judicial Circuit<br>P. O. Box 86<br>10780 Courthouse Road<br>Charles City, VA 23030-0086 | Hon. Michael E. McGinty*<br>Hon. B. Elliott Bondurant<br>Hon. Richard H. Rizk<br>Hon. Jeffrey W. Shaw<br><br>Victoria E. Washington, Clerk<br>804/652-2105<br>804/652-2107<br>Fax - 804/829-5647<br>8:30AM - 4:30PM<br>Stop recording at 4:00 p.m. | Terms begin, 1st Tuesday, Jan., March, May, July, Sept., & Nov. 12.<br>Grand Juries, 1st day of Term at 9:00 a.m.<br>Criminal cases set for term at 9:00 a.m.<br>Civil cases set for term at 11:00 a.m.<br>Civil cases set by praecipe submitted seven days preceding Term Day.<br>Should a Term Day fall on a legal holiday as set forth in § 2.1-21, Code of Virginia (1950), as amended, the Term Day will be on the following day.<br>Commissioners in Chancery are utilized in real property cases.<br>Instructions must be submitted 2 days prior to trial. |
| Charlotte Circuit Court<br>Tenth Judicial Circuit<br>125 David Bruce Avenue<br>P. O. Box 38<br>Charlotte Cthse, VA 23923-0038 | Hon. Leslie M. Osborn*<br>Hon. Donald Carl Blessing<br>Hon. S. Anderson Nelson<br>Hon. Kimberley S. White<br><br>Nan R. Colley, Clerk<br>434/542-5147<br>Fax - 434/542-4336<br>8:30AM - 4:30PM | Court convenes 9:30 a.m.<br>Terms begin, Wednesday after the 1st Monday, Feb., April, June, Aug., Oct., & Dec.<br>Grand Juries, 1st day of Term.<br>All cases set on Docket Day. Attorneys are required to be present.<br>Commissioners in Chancery are utilized.<br>Civil cases set by written request (email is preferred). Send request to kwhite@courts.state.va.us with a copy to ajamerson@courts.state.va.us. |

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| Charlottesville Circuit Court<br>Sixteenth Judicial Circuit<br>315 East High Street<br>Charlottesville, VA 22902 | Hon. Richard E. Moore<br>Hon. Timothy K. Sanner*<br>Hon. Daniel R. Bouton<br>Hon. Cheryl V. Higgins<br>Hon. Susan L. Whitlock<br><br>Llezelle Agustin Dugger, Clerk<br>434/970-3766<br>8:30AM - 4:30PM<br><br>E-Mail:<br>duggerl@charlottesville.org | Terms begin, 3rd Monday, April, June, Aug., Oct. & Dec.; Tuesday following the 3rd Monday in February.<br>Grand Juries, 1st day of Term.<br>Criminal cases set at term - New Indictments & Felony Cases - 9:30 a.m. - Misdemeanor & Misdemeanor Appeal cases - 11:30 a.m.<br>Civil cases set for term at 2:00 p.m.<br>Drug Court, Thursdays, 8:30 a.m.<br>Commissioners in Chancery utilized for partition suits, suits to sell land of incompetents, occasional divorce cases.<br>A Cover Sheet for Filing Civil Actions (Form CC-1416) is required for all Civil case filings. |
| Chesapeake Circuit Court<br>First Judicial Circuit<br>307 Albemarle Drive<br>Suite 300A<br>Chesapeake, VA 23322-5579<br><br>Judges' Chambers:<br>757/382-3050 | Hon. Randall D. Smith*<br>Hon. Marjorie T. Arrington<br>Hon. John W. Brown<br>Hon. Timothy S. Wright<br><br>Faye W. Mitchell, Clerk<br>757/382-3000<br>Fax - 757/382-3034<br>Fax - Criminal & Civil:<br>757/382-3035<br>8:00AM - 4:00PM<br><br>E-Mail:<br>fmitchell@courts.state.va.us | Criminal Terms begin, 1st Tuesday of each month, 2:00 p.m. except when election date or a holiday is Term Day, then Term Day will be held on Wednesday after the 1st Tuesday.<br>Civil Terms begin, 1st Tuesday of each month, 10:00 a.m., except when election date or a holiday is Term Day, then Term Day will be held on Wednesday after the 1st Tuesday.<br>Civil motions are heard each Wednesday (Visit www.cityofchesapeake.net/civilmotions or call 757-382-3074 to schedule a hearing.)<br>Grand Juries, 1st day of each term.<br>Civil cases are set by praecipe submitted by Thursday preceding Term Day.<br>Court convenes 10:00 a.m. for regular criminal & civil trial dockets; 8:30 a.m. for criminal sentencing and probation violation hearings; and 9:30 a.m. for arraignments.<br>Final orders are distributed using regular mail and require self-addressed stamped envelopes. |
| Chesterfield Circuit Court<br>Twelfth Judicial Circuit<br>P. O. Box 125<br>9500 Courthouse Road<br>Chesterfield, VA 23832-0125<br><br>P.O. Box 57 (Judges) | Hon. Timothy J. Hauler*<br>Hon. Lynn S. Brice<br>Hon. David E. Johnson<br>Hon. Steven C. McCallum<br>Hon. Edward A. Robbins Jr.<br>Hon. Frederick G. Rockwell III<br><br>Wendy Hughes, Clerk<br>804/748-1241<br>Fax - 804/796-5625<br>8:00AM - 4:00PM | Criminal and Civil Terms begin Tuesday following 3rd Monday in Jan., 3rd Monday in March, May, July, Sept. & Nov.<br>Grand Juries, 1st day of Criminal Term at 9:00 a.m.<br>Criminal dockets generally convene at 9:00 a.m. and 1:00 p.m.<br>Criminal cases set through Commonwealth's Attorney on designated days.<br>Civil trials generally convene at 9:00 a.m.<br>Hearings in civil cases are set with Judges' legal assistants.<br>Civil trials are set with Judges' legal assistants or at Civil Docket Call at 2:30 p.m.<br>Cases appealed from the J&DR Court are set at Civil Docket Call at 2:00 p.m., but may be pre-set with Judges' legal assistants prior to Docket Call. |

Asterisk (*) Denotes Chief Judge.
Underscoring Denotes Judge Presiding in this Court.
For Judge's Home Court, see Virginia Judges 6-1.

| CIRCUIT COURT ADDRESS | JUDGE CLERK PHONE # HOURS | TERMS OF COURT AND GENERAL INFORMATION |
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| Clarke Circuit Court<br>Twenty-sixth Judicial Circuit<br>P. O. Box 189<br>102 N. Church Street<br>Berryville, VA 22611-0189 | Hon. Alexander R. Iden<br>Hon. Clifford Lynwood Athey Jr.*<br>Hon. Bruce D. Albertson<br>Hon. Neil Randolph Bryant<br>Hon. Dennis Lee Hupp<br>Hon. Ronald Lewis Napier<br>Hon. Clark Andrew Ritchie<br>Hon. Thomas J. Wilson IV<br><br>Helen Butts, Clerk<br>540/955-5116<br>Fax - 540/955-0284<br>9:00AM - 5:00PM<br><br>E-Mail:<br>hbutts@courts.state.va.us | Terms begin, 3rd Monday, Jan., April, July & Oct.<br>Motion Day, 3rd Wednesday of each month, 9:00 a.m.<br>Grand Juries, 1st day of Term.<br>Misdemeanor appeals day, 4th Wednesday of Jan., March, May, July, Sept. & Nov.<br>Praecipes must be filed not less that 7 days preceding Motion Day.<br>Court convenes 9:00 a.m.<br>Local rules adopted pursuant to § 8.01-4.<br>Clarke County mails the final orders to the attorneys and unrepresented parties, or if requested, we fax the orders. |
| Colonial Heights Circuit Court<br>Twelfth Judicial Circuit<br>550 Boulevard<br>P. O. Box 3401<br>Colonial Heights, VA 23834 | Hon. Timothy J. Hauler*<br>Hon. Steven C. McCallum<br>Hon. Frederick G. Rockwell III<br>Hon. Lynn S. Brice<br>Hon. David E. Johnson<br>Hon. Edward A. Robbins Jr.<br><br>Stacy L. Stafford, Clerk<br>804/520-9364<br>8:00AM - 4:00PM<br><br>E-Mail:<br>SStafford@courts.state.va.us | Terms begin, 1st Tuesday, Jan., Mar., May, July, Sept., & Nov.<br>Grand Juries, 1st day of Term, 10:00 a.m.<br>Civil cases set by consent of counsel with Circuit Court Clerk or at docket call.<br>Criminal cases set by Circuit Court Clerk on designated days.<br>General criminal cases on Tues.; civil cases on Mon.<br>Court convenes 8:00 a.m. and 9:00 a.m. depending on docket.<br>Commissioners in Chancery are utilized in general chancery causes and in designated divorce cases. |
| Craig Circuit Court<br>Twenty-fifth Judicial Circuit<br>182 Main Street, Suite 4<br>P. O. Box 185<br>New Castle, VA 24127 | Hon. Malfourd W. Trumbo*<br>Hon. Anita D. Filson<br>Hon. W. Chapman Goodwin<br>Hon. Victor V. Ludwig<br>Hon. Charles L. Ricketts III<br><br>Sharon P. Oliver, Clerk<br>540/864-6141<br>Fax - 540/864-7471<br>9:00AM - 5:00PM<br><br>E-Mail:<br>spoliver@courts.state.va.us | Terms begin, last Monday, Feb.; 2nd Monday, May, Sept., Nov.<br>Grand Juries, 1st day of Term.<br>Cases set on Term Day and chancery matters set between docket calls by agreement of counsel with court's approval.<br>Court convenes 9:30 a.m.<br>Commissioners in Chancery are utilized in general chancery causes; i.e., partition suits.<br>Craig County Circuit Court sends the final orders out by regular mail. |

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For Judge's Home Court, see Virginia Judges 6-1.

| CIRCUIT COURT ADDRESS | JUDGE CLERK PHONE # HOURS | TERMS OF COURT AND GENERAL INFORMATION |
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| Culpeper Circuit Court<br>Sixteenth Judicial Circuit<br>Courthouse Building<br>135 W. Cameron Street<br>Culpeper, VA 22701-3097 | Hon. Susan L. Whitlock<br>Hon. Timothy K. Sanner*<br>Hon. Daniel R. Bouton<br>Hon. Cheryl V. Higgins<br>Hon. Richard E. Moore<br><br>Janice J. Corbin, Clerk<br>540/727-3438<br>Fax - 540/727-3475<br>8:30AM - 4:30PM<br><br>E-Mail:<br>jcorbin@courts.state.va.us | Terms begin, 3rd Monday, Feb., April, June, Aug., Oct., Dec.<br>Grand Juries, 1st day of Term.<br>Criminal cases set on Term Date; civil cases set through Judge's Administrative Assistant, Leola Morse, 540-727-3440, or by praecipe on Term Day.<br>Court convenes 9:30 a.m.<br>Commissioners in Chancery are utilized in some contested chancery causes.<br>Motion Day, 2nd & 4th Tuesday; 9:30 a.m. Criminal Cases; 1:30 p.m. Civil Cases<br>Criminal cases we either send by regular mail, Secure Remote Access, Interoffice mail boxes, email (scram orders) or facsimile (physiological evaluation orders). Civil cases we either send regular mail or interoffice mail boxes. |
| Cumberland Circuit Court<br>Tenth Judicial Circuit<br>P. O. Box 8<br>1 Courthouse Circle<br>Cumberland, VA 23040-0008 | Hon. Kimberley S. White<br>Hon. Leslie M. Osborn*<br>Hon. Donald Carl Blessing<br>Hon. S. Anderson Nelson<br><br>Sarah A. Spry, Clerk<br>804/492-4442<br>Fax - 804/492-4876<br>8:30AM - 4:30PM<br><br>E-Mail:<br>sspry@courts.state.va.us | Terms begin, Tuesday following 4th Monday, Jan., April, June, Sept. & Nov.<br>Grand Juries, 1st day of Term.<br>Court convenes 9:30 a.m.<br>All criminal cases are to be set with the office of the Commonwealth's Attorney.<br>Civil cases are set by written request (email is preferred). Send request to dblessing@courts.state.va.us with copy to ajamerson@courts.state.va.us. |
| Danville Circuit Court<br>Twenty-second Judicial Circuit<br>P. O. Box 3300<br>Courts and Jail Building<br>401 Patton Street<br>Danville, VA 24543 | Hon. Joseph W. Milam Jr.<br>Hon. James J. Reynolds<br>Hon. Stacey W. Moreau*<br>Hon. Clyde H Perdue Jr.<br><br>Gerald A. Gibson, Clerk<br>434/799-5168<br>Fax - 434/799-6502<br>9:00AM - 4:00PM | Grand Juries and Terms begin on the 1st Monday in Jan., March, May, July, Sept. & Nov. If the 1st Monday is a holiday, term will begin on the next business day.<br>Grand Jury, 1st day of each Term; Docket Call 9:00 a.m., 2nd day of each Term<br>Call 434-799-5171 to set civil cases directly with Court.<br>Commissioners in Chancery are utilized when the nature of the cases requires. |

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| CIRCUIT COURT ADDRESS | JUDGE CLERK PHONE # HOURS | TERMS OF COURT AND GENERAL INFORMATION |
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| Dickenson Circuit Court<br>Twenty-ninth Judicial Circuit<br>P. O. Box 190<br>293 Clintwood Main Street<br>Clintwood, VA 24228-0190 | Hon. Henry A. Vanover<br>Hon. Jack S. Hurley Jr.*<br>Hon. Patrick R. Johnson<br>Hon. Michael Lee Moore<br>Hon. Richard C. Patterson<br><br>Richard W. Edwards, Clerk<br>276/926-1616<br>Fax - 276/926-6465<br>8:00AM - 4:30PM | Criminal Terms begin, 2nd Monday, March, June & September; 1st Monday, Dec.<br>Grand Juries, 2nd Monday, March, June and Sept.; 1st Monday, Dec.<br>All cases set on Term Day.<br>Commissioners in Chancery are utilized in selection of jury.<br>Civil Terms begin Tuesday, following Grand Jury. |
| Dinwiddie Circuit Court<br>Eleventh Judicial Circuit<br>P. O. Box 63<br>Dinwiddie, VA 23841-0063<br><br>Physical address: 14008<br>Boydton Plank Road | Hon. Paul W. Cella*<br>Hon. Dennis M. Martin Sr.<br>Hon. Joseph M. Teefey Jr.<br><br>John B. Chappell Jr., Clerk<br>804/469-4540<br>Fax - 804/469-5386<br>8:30AM - 4:30PM<br><br>E-Mail:<br>bchappell@courts.state.va.us | Court convenes 9:00 a.m., and 1:00 p.m.<br>Criminal term begins, 3rd Tues. each month<br>Civil term begins, 3rd Tues. each month<br>Grand Juries, 1st day of criminal term.<br>Criminal cases set through Commonwealth's Attorney on designated days.<br>Civil cases, hearings in civil cases, set through the Court Administrator, Tamera Wilson (804)733-2423 or twilson@courts.state.va.us, or on term days in matured cases.<br>Criminal bench days every Wednesday a.m., 2nd Wed., a.m. and p.m., 1st Fri. a.m. and 4th Fri. a.m., and traffic appeals 4th Wed. p.m.<br>The Court will email orders if we have an email address on file. If we don't have an email address then a self addressed stamped envelope is required. Online access to court orders and documents is also available for immediate retrieval. For more information concerning online access please visit our website here, http://www.dinwiddieva.us/index.aspx?nid=746. |
| Essex Circuit Court<br>Fifteenth Judicial Circuit<br>P. O. Box 445<br>305 Prince Street<br>Tappahannock, VA 22560 | Hon. J. Overton Harris*<br>Hon. Sarah L. Deneke<br>Hon. Joseph J. Ellis<br>Hon. Herbert M. Hewitt<br>Hon. Patricia Kelly<br>Hon. Michael E. Levy<br>Hon. R. Michael McKenney<br>Hon. Ricardo Rigual<br>Hon. Charles S. Sharp<br>Hon. Gordon F. Willis<br>Hon. Victoria A. B. Willis<br><br>Gayle Ashworth, Clerk<br>804/443-3541<br>804/443-4381<br>Fax - 804/445-1216<br>8:30AM - 4:30PM<br><br>E-Mail: | Terms begin 4th Wednesday, Jan., April, July, & October.<br>All cases set by agreement with Commonwealth's Attorney at preliminary hearing, on Term Day, or by agreement of counsel and the Court. The latter may be done by a telephone call to the Judge's office.<br>Court convenes 9:00 a.m.<br>In civil jury trials, instructions must be submitted to the Court and opposing counsel 5 days prior to trial.<br>Commissioners in Chancery are utilized in general chancery causes and divorces.<br>The practice for distribution of final orders is the following: DOC -fax P&P - fax Sentencing Guidelines - mail Orders to attorneys - automatically mailed to them after the judge signs, whether they ask or not. |

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| CIRCUIT COURT ADDRESS | JUDGE CLERK PHONE # HOURS | TERMS OF COURT AND GENERAL INFORMATION |
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| Essex Circuit Court - Continued<br>Fairfax Circuit Court<br>Nineteenth Judicial Circuit<br>4110 Chain Bridge Road<br>Fairfax, VA 22030<br>Website:<br>www.fairfaxcounty.gov/courts/circuit | gashworth@courts.state.va.us<br>Hon. Bruce D. White*<br>Hon. Penney S. Azcarate<br>Hon. Randy I. Bellows<br>Hon. Jan L. Brodie<br>Hon. Grace Burke Carroll<br>Hon. Michael F. Devine<br>Hon. Brett A. Kassabian<br>Hon. Thomas P. Mann<br>Hon. Daniel Eric Ortiz<br>Hon. Stephen C. Shannon<br>Hon. Robert J. Smith<br>Hon. John M. Tran<br>Hon. Richard E. Gardiner<br><br>John T. Frey, Clerk<br>703/246-4111<br>703/691-7320 - General Court Information<br>Fax - 703/273-6564<br>8:00AM - 4:00PM | Court convenes: Monday - Thursday 10:00 a.m<br>--Criminal Motions - Friday 9:00 a.m. & 10:00 a.m.<br>--Civil Motions - Friday 9:00 a.m., 10:00 a.m. & 11:30 a.m.<br>Arraignments: Monday - Thursday, 10 a.m., & Fri., 9:00 a.m.<br>Term Begins: 3rd Monday of every odd month (Jan., March, May, July, Sept., Nov.; except if it's a holiday, then it would be the 3rd Tues. of the month.)<br>Grand Juries:<br>--Regular Grand Jury: 3rd Monday of every odd month except when Monday is a holiday, then Grand Jury would be on a Tuesday.<br>--Interim Grand Jury: 3rd Monday of every even month except when Monday is a holiday, then Grand Jury would be on a Tuesday.<br>Grand Jury meets the 3rd Monday of every odd-numbered month (January, March, May, July, September and November) and Criminal Term Day shall commence at 9:00 a.m. on each Thursday immediately following the regular Grand Jury. Interim Grand Jury meets the 3rd Monday of every even-numbered month (February, April, June, August, October and December) and an Interim Criminal Term Day shall be held commencing at 9:00 a.m. on each Thursday immediately following any Interim Grand Jury. Exceptions: 1. Should Grand Jury or Interim Grand Jury fall on a state holiday, it will commence the next business day and Term Day will follow at 9:00 a.m. on Thursday immediately following. 2. In the event that Grand Jury falls during a mandatory judicial conference (usually in May), please contact the Clerk's Office for actual Grand Jury and Term Day dates. |
| Fauquier Circuit Court<br>Twentieth Judicial Circuit<br>29 Ashby Street<br>Warrenton, VA 20186-3202 | Hon. Jeffrey W. Parker*<br>Hon. Douglas L. Fleming Jr.<br>Hon. Jeanette A. Irby<br>Hon. Stephen E. Sincavage<br><br>Gail H. Barb, Clerk<br>540/422-8100<br>8:00AM - 4:30PM | Misdemeanor Appeal Days, 2nd Tuesday each month.<br>Terms begin, 4th Monday, Jan., March, May, July, Sept., & Nov.<br>Motion Day, 1st & 3rd Tuesday each month at 9:00 a.m.; Domestic Motions called at 1:30 p.m.<br>Grand Juries, 1st day of Term.<br>Court convenes 9:00 a.m.<br>Commissioners in Chancery are utilized in partition suits and other selected suits.<br>Depositions are utilized in divorces.<br>Fauquier Circuit distributes final orders by e-mail and mails certified copies of divorce decrees |

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| CIRCUIT COURT ADDRESS | JUDGE CLERK PHONE # HOURS | TERMS OF COURT AND GENERAL INFORMATION |
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| Floyd Circuit Court<br>Twenty-seventh Judicial Circuit<br>100 East Main St.<br>Room 200<br>Floyd, VA 24091-0057 | Hon. Marcus H. Long Jr.<br>Hon. Josiah T. Showalter Jr.*<br>Hon. Bradley W. Finch<br>Hon. Brett L. Geisler<br>Hon. H. Lee Harrell<br>Hon. Robert M. D. Turk<br><br>Rhonda T. Vaughn, Clerk<br>540/745-9330<br>Fax - 540/745-9303<br>8:30AM - 4:30PM<br>8:30 am - 12:00 noon, Sat, except holiday weekends<br><br>E-Mail:<br>rvaughn@courts.state.va.us | Terms begin 1st business day of March & June<br>**Effective July 1, 2017, Terms will begin the 1st Tuesday of July, October, January & April.<br>Grand Juries convene on the 1st day of Term @ 9:00 a.m.<br>Criminal cases preset with the Commonwealth Attorney's Office<br>Civil actions are scheduled by contacting the Clerk's Office, by agreement of Counsel.<br>Court convenes at 9:30 a.m. on the 2nd and 4th Tuesdays and 9:00 a.m. on all other court days.<br>Commissioners utilized @ the request of Counsel or by Order of Court. |
| Fluvanna Circuit Court<br>Sixteenth Judicial Circuit<br>72 Main Street<br>P. O. Box 550<br>Palmyra, VA 22963 | Hon. Richard E. Moore<br>Hon. Timothy K. Sanner*<br>Hon. Daniel R. Bouton<br>Hon. Cheryl V. Higgins<br>Hon. Susan L. Whitlock<br><br>Tristana P. Treadway, Clerk<br>434/591-1970<br>Fax - 434/591-1971<br>8:00AM - 4:30PM<br><br>E-Mail:<br>ttreadway@courts.state.va.us | Terms begin, 4th Monday, Feb., April, June, Aug., Oct.; 3rd Tues. in Dec.<br>Grand Juries, 1st day of Term.<br>Criminal cases set on Term Day; civil cases set through Judge's Administrative Assistant, Jennette Runner, 434-970-3760, or by praecipe on Term Day.<br>Court convenes 9:30 a.m., except at 10:00 a.m. on Term Days.<br>Commissioners in Chancery are utilized in some contested chancery cases. |
| Franklin Circuit Court<br>Twenty-second Judicial Circuit<br>P. O. Box 567<br>275 South Main Street<br>Suite 212<br>Rocky Mount, VA 24151<br><br>P. O. Box 601 (Judge) | Hon. Stacey W. Moreau*<br>Hon. Joseph W. Milam Jr.<br>Hon. Clyde H Perdue Jr.<br>Hon. James J. Reynolds<br><br>Teresa J. Brown, Clerk<br>540/483-3065<br>Fax - 540/483-3042<br>8:30AM - 5:00PM<br><br>E-Mail:<br>tjbrown@courts.state.va.us | Terms begin, 1st Monday, Feb., April, June, Aug., Oct., and Dec.<br>All cases are set by the Court's Administrative Assistant, Lori Cundiff, and the dates coordinated with the attorneys involved.<br>Criminal cases are set the week following the preliminary hearing. Civil Cases are set 90 days after filing.<br>Criminal and misdemeanor appeals are set by the Clerk of the General District Court or the Juvenile and Domestic Relations District Court at the time the appeal is noted. |

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| CIRCUIT COURT ADDRESS | JUDGE CLERK PHONE # HOURS | TERMS OF COURT AND GENERAL INFORMATION |
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| Frederick Circuit Court<br>Twenty-sixth Judicial Circuit<br>5 North Kent Street<br>Winchester, VA 22601 | Hon. Clifford Lynwood Athey Jr.*<br>Hon. Neil Randolph Bryant<br>Hon. Alexander R. Iden<br>Hon. Bruce D. Albertson<br>Hon. Dennis Lee Hupp<br>Hon. Ronald Lewis Napier<br>Hon. Clark Andrew Ritchie<br>Hon. Thomas J. Wilson IV<br><br>Rebecca P. Hogan, Clerk<br>540/667-5770<br>9:00AM - 5:00PM<br><br>E-Mail:<br>rhogan@courts.state.va.us | Terms begin, Thursday after the 1st Monday, Jan., April, July, & Oct.<br>A mini-term day is held each month, Thursday after the 1st Monday.<br>Motion Day, 1st Wed. after the 1st Monday of each month.<br>Misdemeanor appeal days, 3rd Wed. after 1st Mon. each month.<br>Grand Juries, 1st Thursday after the 1st Monday of each month.<br>Praecipes must be filed not less than 7 days preceding Motion Day.<br>Court convenes 9:00 a.m.<br>Commissioners in Chancery are utilized in special instances.<br>Local Rules adopted pursuant to § 8.01-4.<br>Faxes from attorneys and litigants will NOT be accepted without prior approval.<br>Frederick County Circuit Court either hand deliver the orders to the litigants/attorneys or if they are not available we will mail copies within 2 days. |
| Fredericksburg Circuit Court<br>Fifteenth Judicial Circuit<br>701 Princess Anne Street, Suite 100<br>Fredericksburg, VA 22401<br>http://www.fredericksburgva.go<br>v/index.aspx?nid=548<br>Judge's Chambers: 701<br>Princess Anne St. Suite 300<br>Fredericksburg, VA 22401 | Hon. Gordon F. Willis<br>Hon. J. Overton Harris*<br>Hon. Sarah L. Deneke<br>Hon. Joseph J. Ellis<br>Hon. Herbert M. Hewitt<br>Hon. Patricia Kelly<br>Hon. Michael E. Levy<br>Hon. R. Michael McKenney<br>Hon. Ricardo Rigual<br>Hon. Charles S. Sharp<br>Hon. Victoria A. B. Willis<br><br>Jeff Small, Clerk<br>540/372-1066<br>540/372-1171 - Judge's Chambers<br>Fax - 540/372-1174 - Judge's Chambers<br>8:30AM - 4:30PM | Terms begin, 4th Monday, Jan., April, July, & Oct.<br>Grand Juries convene 4th Monday of every month.<br>Civil cases set on Term Day; criminal cases set upon indictment.<br>Court convenes 9:00 a.m.<br>Motion days are the 2nd & 4th Mondays of each month. Motions lasting longer than 20 minutes or on a day other than motions day must be scheduled with chambers.<br>Notice of criminal motions must be received in the Clerk's office by noon 3 business days before hearing.<br>Notice of civil motions must be received in Clerk's office by noon the Wednesday of the week preceeding the week in which the motion is to be heard.<br>Term day praecipes must be received in Clerk's office by 4:00 p.m. twelve (12) days before the requested term day.<br>Estate matters are handled by appointment.<br>VLRCS coversheets are required for all land recordings. Gpin numbers need to be noted on the first page of all recordings. The Gpin must be placed on both the parcel identification and tax map lines of the ILS coversheet.<br>Last recording is completed by 3:00 p.m.<br>All Civil filings require a Civil order cover sheet. (Form CC-1416)<br>Fredericksburg emails certified final orders. Please provide us with a valid email address for all parties wishing to receive a copy. |

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| CIRCUIT COURT ADDRESS | JUDGE CLERK PHONE # HOURS | TERMS OF COURT AND GENERAL INFORMATION |
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| Giles Circuit Court<br>Twenty-seventh Judicial Circuit<br>P. O. Box 502<br>501 Wenonah Avenue<br>Pearisburg, VA 24134 | Hon. Josiah T. Showalter Jr.*<br>Hon. Bradley W. Finch<br>Hon. Brett L. Geisler<br>Hon. H. Lee Harrell<br>Hon. Marcus H. Long Jr.<br>Hon. Robert M. D. Turk<br><br>Charles L. Fraley III, Clerk<br>540/921-1722<br>Fax - 540/921-3825<br>8:30AM - 5:00PM<br><br>E-Mail:<br>cfraley@courts.state.va.us | Terms begin, 2nd Tuesday, Jan., April, July, & Oct.<br>Grand Juries, 1st day of Term.<br>Cases set on docket calls or by agreement of counsel with consent of court.<br>Court convenes 9:00 a.m.<br>Commissioners in Chancery are utilized in selection of jury, partition suits, and other major contested chancery causes.<br>Docket calls are scheduled 10:00 a.m. on opening day of Term.<br>Giles County mails a certified copy to each party involved in the case. |
| Gloucester Circuit Court<br>Ninth Judicial Circuit<br>7400 Justice Drive, Room 327<br>Gloucester, VA 23061 | Hon. Michael E. McGinty*<br>Hon. B. Elliott Bondurant<br>Hon. Richard H. Rizk<br>Hon. Jeffrey W. Shaw<br><br>Margaret F. Walker, Clerk<br>804/693-2502<br>Fax - 804/693-2186<br>8:00AM - 4:30PM<br><br>E-Mail:<br>mwalker@courts.state.va.us | Terms begin, 1st Monday, Jan., March, May, July, Sept., & Nov.<br>Grand Juries, 1st day of term, 9:00 a.m.<br>All cases set on Term Day; civil cases set by praecipe only.<br>Court convenes 9:00 a.m.; docket call at 10:00 a.m.<br>Local rules adopted pursuant to § 8.01-4.<br>Should a Term Day fall on a legal holiday as set forth in § 2.1-21, Code of Virginia (1950), as amended, the Term Day will be on the following day.<br>Pendente Lite and motions heard on motions day set by the judge. |
| Goochland Circuit Court<br>Sixteenth Judicial Circuit<br>P. O. Box 196<br>2938 River Road West<br>Goochland, VA 23063 | Hon. Timothy K. Sanner*<br>Hon. Daniel R. Bouton<br>Hon. Cheryl V. Higgins<br>Hon. Richard E. Moore<br>Hon. Susan L. Whitlock<br><br>Dale W. Agnew, Clerk<br>804/556-5353<br>Fax - 804/556-4962<br>8:30AM - 5:00PM | Court convenes 9:30 a.m. except Motion Days which begins at 9:00 a.m.<br>Terms begin, 2nd Tuesday, Feb., April, June, Aug., Oct., & Dec.<br>Grand Juries, 1st day of Term.<br>Civil cases set on Term Day by praecipe.<br>Commissioners in Chancery are rarely utilized and only by agreement of Counsel.<br>Local rules adopted pursuant to § 8.01-4.<br>Goochland Circuit Court sends copies of orders by regular mail.<br>**Term day for December 2016 is on Tuesday, December 6, 2016.** |

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| CIRCUIT COURT ADDRESS | JUDGE CLERK PHONE # HOURS | TERMS OF COURT AND GENERAL INFORMATION |
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| Grayson Circuit Court<br>Twenty-seventh Judicial Circuit<br>P. O. Box 130<br>129 Davis Street<br>Independence, VA 24348-0130 | Hon. Brett L. Geisler<br>Hon. Josiah T. Showalter Jr.*<br>Hon. Bradley W. Finch<br>Hon. H. Lee Harrell<br>Hon. Marcus H. Long Jr.<br>Hon. Robert M. D. Turk<br><br>Susan M. Herrington, Clerk<br>276/773-2231<br>Fax - 276/773-3338<br>8:00AM - 5:00PM | Terms begin 4th Friday, Oct., Jan., April, & July at 9:00 a.m.<br>Grand Juries, 1st day of Term.<br>All cases set on Docket calls 2nd Fri. of month of Term, or by agreement of counsel with consent of court.<br>Court convenes 9:00 a.m.<br>Commissioners in Chancery utilized in partitions suits, not normally used in divorce cases. |
| Greene Circuit Court<br>Sixteenth Judicial Circuit<br>P. O. Box 386<br>Stanardsville, VA 22973-0386<br><br>22 Court Street | Hon. Daniel R. Bouton<br>Hon. Timothy K. Sanner*<br>Hon. Cheryl V. Higgins<br>Hon. Richard E. Moore<br>Hon. Susan L. Whitlock<br><br>Brenda M. Compton, Clerk<br>434/985-5208<br>Fax - 434/985-6723<br>8:15AM - 4:30PM | Terms begin 2nd Mon., Feb., April, June, Aug., Oct., & Dec. October Term: Tues. after 2nd Mon. as 2nd Mon. is a holiday<br>Grand Juries, 1st day of Term, 9:00 a.m.<br>Criminal cases set on Term Day.<br>Civil cases set by praecipe on Term Day, 11:00 a.m.<br>Court convenes 9:00 a.m.<br>Commissioners in Chancery are utilized in some chancery causes.<br>Motions Day, 3rd Tues. (Criminal 9:00 a.m.; Civil 1:30 p.m.)<br>As soon as the Judge enters the final order it is processed and certified copies are distributed by mail. |
| Greensville Circuit Court<br>Sixth Judicial Circuit<br>P. O. Box 631<br>337 South Main Street<br>Emporia, VA 23847-0631 | Hon. W. Allan Sharrett*<br><br>Robert C. Wrenn, Clerk<br>434/348-4215<br>Fax - 434/348-4020<br>8:30AM - 5:00PM | Terms begin, 1st Tuesday, Feb., April, June, Aug., Oct., & Dec.<br>Motions Day, 1st and 3rd Friday, each month.<br>Grand Juries, 1st day of Term.<br>All cases set on Term Day.<br>Civil cases set by court administrator.<br>Court convenes 9:00 a.m. (criminal and civil)<br>Commissioners in Chancery are utilized in chancery causes and some divorce cases.<br>Instructions must be submitted 5 days prior to trial.<br>Local rules adopted pursuant to § 8.01-4. |
| Halifax Circuit Court<br>Tenth Judicial Circuit<br>P. O. Box 729<br>8 South Main Street<br>Halifax, VA 24558 | Hon. Leslie M. Osborn*<br>Hon. Donald Carl Blessing<br>Hon. S. Anderson Nelson<br>Hon. Kimberley S. White<br><br>Cathy M. Cosby, Clerk<br>434/476-6211<br>Judge's Office: 434-476-6114<br>Fax - 434/476-2890<br>Fax - Clerk's Office: 434-476-2890<br>8:30AM - 4:30PM | Grand jury meets 1st day of term & term days are the 1st Thursday of each month<br>Docket call days will be the 1st Thurs. of every month beginning Feb. 5, 2015. If the docket call day falls on a legal holiday, then docket call shall occur the following Thursday.<br>Civil cases set by written request (email is preferred). Send request to ptalbott@courts.state.va.us. Court convenes at 9:00 a.m.<br>Commissioners in Chancery are utilized in general chancery causes, except divorce. |

Asterisk (*) Denotes Chief Judge.
Underscoring Denotes Judge Presiding in this Court.
For Judge's Home Court, see Virginia Judges 6-1.

| CIRCUIT COURT ADDRESS | JUDGE CLERK PHONE # HOURS | TERMS OF COURT AND GENERAL INFORMATION |
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| Hampton Circuit Court<br>Eighth Judicial Circuit<br>P. O. Box 40<br>237 N. King Street<br>Hampton, VA 23669-0040 | Hon. Christopher W. Hutton*<br>Hon. Bonnie L. Jones<br>Hon. Wilford Taylor Jr.<br><br>Linda Batchelor Smith, Clerk<br>757/727-6105<br>Fax - 757/728-3505<br>8:30AM - 4:00PM | Terms begin, 1st Monday, Feb., April, June, Aug., Oct., & Dec.<br>Criminal Term Grand Juries, 1st Monday, each month 9:00 a.m.<br>All cases set on Term Day.<br>Civil cases set by praecipe (Judges' secretary handles all scheduling issues).<br>Court convenes 9:00 a.m. - civil matters; 9:00 a.m., 10:30 a.m., and 2:00 p.m. - criminal matters.<br>Commissioners in Chancery are utilized in divorce and other cases for good cause shown.<br>Local rules adopted pursuant to § 8.01-4.<br>To set or cancel court hearing, contact Judges' office.<br>Faxes not accepted in civil matters.<br>Faxes only accepted in Criminal matters as set forth in the Docket Management & Continuance Policy, amended March 11, 2005.<br>Recordation cutoff time 3:30 p.m. |
| Hanover Circuit Court<br>Fifteenth Judicial Circuit<br>P. O. Box 39<br>7530 County Complex Road<br>Hanover, VA 23069 | Hon. J. Overton Harris*<br>Hon. Patricia Kelly<br>Hon. Sarah L. Deneke<br>Hon. Joseph J. Ellis<br>Hon. Herbert M. Hewitt<br>Hon. Michael E. Levy<br>Hon. R. Michael McKenney<br>Hon. Ricardo Rigual<br>Hon. Charles S. Sharp<br>Hon. Gordon F. Willis<br>Hon. Victoria A. B. Willis<br><br>Frank D. Hargrove Jr., Clerk<br>804/365-6150<br>Fax - 804/365-6278<br>8:00AM - 4:30PM<br><br>E-Mail:<br>FHargrove@courts.state.va.us | Terms begin, 3rd Tuesday, Jan., March, July, Sept., & Nov.<br>May Term Day is May 23, 2017 at 2:00 p.m.<br>Grand Juries, 1st day of Term and as otherwise called.<br>Criminal cases set at preliminary hearing, when appealed or at the convening of a grand jury.<br>Civil cases set on Term Day at 2:00 p.m., by appearance or by contacting Judge's chambers at 804/365-6161.<br>Court convenes 9:00 a.m.<br>Commissioners in Chancery are utilized in partition suits. |
| Henrico Circuit Court<br>Fourteenth Judicial Circuit<br>P. O. Box 90775<br>4301 East Parham Road<br>Henrico, VA 23273 | Hon. James Stephen Yoffy*<br>Hon. Lee A. Harris Jr.<br>Hon. Gary A. Hicks<br>Hon. John Marshall<br>Hon. Richard S. Wallerstein Jr.<br><br>Heidi S. Barshinger, Clerk<br>804/501-4202<br>8:00AM - 4:30PM | Criminal Terms begin, 2nd Monday, Jan., March, May, July, Sept., & Nov.<br>Grand Juries, 1st day of Term, 9:00 a.m.<br>Civil cases set 2nd Monday, July, Oct., Jan., & April (2:00 p.m.) or may be set by telephone.<br>Criminal cases set when appealed or at preliminary hearing.<br>Court convenes 9:00 a.m.; 10:00 a.m. for jury trials.<br>Commissioners in Chancery are utilized in unusual causes; accountings; suits by creditors; suits on mechanic's lien; partition suits; sale of land of persons under disability, some divorce cases.<br>Instructions must be submitted 2 days prior to trial. |

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For Judge's Home Court, see Virginia Judges 6-1.

| CIRCUIT COURT ADDRESS | JUDGE CLERK PHONE # HOURS | TERMS OF COURT AND GENERAL INFORMATION |
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| Henrico Circuit Court - Continued | | **Effective May 1, 2016, the Henrico Circuit Court will no longer be holding civil docket calls.** |
| Henry Circuit Court<br>Twenty-first Judicial Circuit<br>Suite B<br>3160 Kings Mountain Rd.<br>Martinsville, VA 24112-3966 | Hon. David V. Williams*<br>Hon. Martin F. Clark Jr.<br>Hon. G. Carter Greer<br><br>Jennifer R. Ashworth, Clerk<br>276/634-4880<br>9:00AM - 5:00PM | Terms begin, 3rd Monday, 9:00 a.m., in July, Sept., Nov., Mar., & May; 1st Tuesday after 3rd Monday, 9:00 a.m., in Jan.<br>Grand Juries, 1st day of Term.<br>Pursuant to Rule 1:20, counsel of record may agree to a trial date as a part of a written plan prepared and submitted to the court for approval pursuant to Rule 1:18, after obtaining a trial date from the court's administrative assistant.<br>Court convenes 9:00 a.m.<br>Commissioners in Chancery are utilized in partition suits, creditors suits, etc.<br>Distribution of Final Orders Procedures: Civil: send copies as directed by order. J&DR Civil appeals: Copy to attorneys of record, parties pro se, DCSE and CASA when appropriate Criminal: Upon request. |
| Highland Circuit Court<br>Twenty-fifth Judicial Circuit<br>P. O. Box 190<br>Monterey, VA 24465-0190 | Hon. Malfourd W. Trumbo*<br>Hon. Anita D. Filson<br>Hon. W. Chapman Goodwin<br>Hon. Victor V. Ludwig<br>Hon. Charles L. Ricketts III<br><br>Judy W. Hupman, Clerk<br>540/468-2447<br>Fax - 540/468-2047<br>8:30AM - 4:30PM<br><br>E-Mail:<br>jhupman@courts.state.va.us | Terms begin, 3rd Tuesday, March, June, Sept., & Dec.<br>Grand Juries, 1st day of Term.<br>Court convenes 9:30 a.m.<br>Commissioners in Chancery are utilized.<br>The Highland Circuit Court uses regular mail to distribute final orders and appreciate, but do not require, self addressed stamped envelopes. |
| Hopewell Circuit Court<br>Sixth Judicial Circuit<br>P. O. Box 310<br>100 E. Broadway<br>Room 251<br>Hopewell, VA 23860 | Hon. W. Allan Sharrett*<br><br>Tamara J. Ward, Clerk<br>804/541-2239<br>Fax - 804/541-2438<br>8:30AM - 4:00PM | Terms begin, 2nd Tuesday, Feb., Apr., June, Aug., Oct., & Dec.<br>Motions Day, 2nd and 4th Fridays.<br>Grand Juries, 1st day of Term.<br>Civil cases set by praecipe.<br>Civil Court convenes 9:00 a.m.<br>Criminal Court convenes 9:00 a.m.<br>Commissioners in Chancery are utilized in partition suits.<br>Instructions must be submitted 5 days prior to trial.<br>Local rules adopted pursuant to § 8.01-4.<br>Final Orders will be mailed to all counsel of record and any unrepresented party as soon as they have been entered by the Judge. The preferred practice is to submit self-addressed, stamped envelopes for the return of the certified copies of the Final Order. However, this office will always mail and provide certified copies |

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| CIRCUIT COURT ADDRESS | JUDGE CLERK PHONE # HOURS | TERMS OF COURT AND GENERAL INFORMATION |
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| Hopewell Circuit Court - Continued | | to all parties whether an envelope has been provided to us or hasn¿t been provided to us. |
| Isle of Wight Circuit Court<br>Fifth Judicial Circuit<br>17000 Josiah Parker Circle<br>P. O. Box 110<br>Isle of Wight, VA 23397 | Hon. Carl Edward Eason Jr.*<br>Hon. Lawson Wayne Farmer<br>Hon. Robert H. Sandwich Jr.<br><br>Sharon N. Jones, Clerk<br>757/365-6233<br>9:00AM - 5:00PM<br><br>E-Mail:<br>snjones@courts.state.va.us | Terms begin, 2nd Monday, Jan., March, May, July, Sept., & Nov.<br>Motion Day, every Tues.. 9:00 a.m., in Suffolk.<br>Civil cases set by civil court administrator.<br>Grand Juries, 1st day of Term.<br>Court convenes 9:30 a.m.<br>Commissioners in Chancery are utilized for divorce, annulments, and depositions if an affidavit conducted before a notary is filed.<br>Instructions must be submitted seven days prior to trial.<br>Local rules adopted pursuant to § 8.01-4.<br>Civil final orders are certified and mailed to attorneys; and any other pertinent orders (such as temporary custody orders etc) are certified and mailed. All others orders during the course of the case are emailed to attorneys. The same is done if dealing with pro se partiies. |
| James City County/Williamsburg<br>Circuit Court<br>Ninth Judicial Circuit<br>5201 Monticello Avenue<br>Suite Six<br>Williamsburg, VA 23188-8218<br>Judge's Address: 5201<br>Monticello Avenue, Suite One,<br>Williamsburg, VA 23188-8218 | Hon. Michael E. McGinty*<br>Hon. B. Elliott Bondurant<br>Hon. Richard H. Rizk<br>Hon. Jeffrey W. Shaw<br><br>Mona A. Foley, Clerk<br>757/564-2242<br>Judge's Chambers: 757/564-2300<br>8:30AM - 4:30PM | Terms begin, 3rd Wednesday, Jan., March, May, July, Sept., & Nov.<br>Grand Juries, 1st day of Term.<br>All cases set on Term Day or by pre-trial order, no appearance required.<br>Grand Juries at 9:00 a.m.<br>Criminal docket calls at 9:00 a.m.<br>Civil docket calls at 11:00 a.m.<br>Commissioners in Chancery are utilized generally in chancery cases.<br>Instructions must be submitted prior to trial.<br>Local rules adopted pursuant to § 8.01-4.<br>Should term day fall on a legal holiday as set forth in § 2.2-3300, Code of Virginia (1950), as amended, the term day will be rescheduled. |
| King and Queen Circuit Court<br>Ninth Judicial Circuit<br>P. O. Box 67<br>234 Allen's Circle<br>King and Queen Court House<br>King And Queen, VA 23085 | Hon. Michael E. McGinty*<br>Hon. B. Elliott Bondurant<br>Hon. Richard H. Rizk<br>Hon. Jeffrey W. Shaw<br><br>Vanessa D. Porter, Clerk<br>804/785-5984<br>Fax - 804/785-5698<br>9:00AM - 5:00PM | Terms begin, 2nd Tuesday, Feb., Apr., June, Aug., Oct., & Dec.<br>Grand Juries, 1st day of Term.<br>Should a Term Day fall on a legal holiday as set forth in § 2.1-21, Code of Virginia (1950), as amended, the Term Day will be on the following day.<br>Praecipes must be filed seven days preceding Civil Term Day.<br>Civil cases set for trial by conference call with the judge.<br>Instructions must be submitted 2 days prior to trial.<br>Commissioners in Chancery are rarely used and only at request of attorneys.<br>Local Rules adopted pursuant to § 8.01-4 for divorce cases.<br>King and Queen Circuit Court mails orders through the postal service to the attorneys and pro se litigants within 5 business days of the orders being signed by the Judge. |

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| CIRCUIT COURT ADDRESS | JUDGE CLERK PHONE # HOURS | TERMS OF COURT AND GENERAL INFORMATION |
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| King George Circuit Court<br>Fifteenth Judicial Circuit<br>9483 Kings Highway, Suite 3<br>King George, VA 22485-3444 | Hon. Joseph J. Ellis<br>Hon. Herbert M. Hewitt<br>Hon. J. Overton Harris*<br>Hon. Sarah L. Deneke<br>Hon. Patricia Kelly<br>Hon. Michael E. Levy<br>Hon. R. Michael McKenney<br>Hon. Ricardo Rigual<br>Hon. Charles S. Sharp<br>Hon. Gordon F. Willis<br>Hon. Victoria A. B. Willis<br><br>Charles V. Mason, Clerk<br>540/775-3322<br>Fax - 540/775-5466<br>7:30AM - 4:30PM<br><br>E-Mail:<br>CMason@courts.state.va.us | Terms begin, 2nd Thursday, Jan., Apr., July, & Oct. at 10:00 a.m.<br>Grand Juries, 1st day of Term.<br>Cases set on Term Day by praecipe.<br>Court convenes 9:00 a.m.<br>Commissioners in Chancery are utilized in general chancery causes, i.e., partition suits, etc.<br>Term Day Convenes 10:00 a.m. |
| King William Circuit Court<br>Ninth Judicial Circuit<br>351 Courthouse Lane, Suite 130<br>King William, VA 23086 | Hon. Michael E. McGinty*<br>Hon. B. Elliott Bondurant<br>Hon. Richard H. Rizk<br>Hon. Jeffrey W. Shaw<br><br>Patricia M. Norman, Clerk<br>804/769-4936<br>804/769-4937<br>804/769-4938<br>Fax - 804/769-4991<br>8:30AM - 4:30PM<br><br>E-Mail:<br>pnorman@courts.state.va.us | Terms begin, 1st Monday, Feb., Apr., June, Aug., Oct., & Dec.<br>Grand Juries, 1st day of Term.<br>Grand Juries will meet at 9:00 a.m.<br>Criminal docket will be held at 9:00 a.m.<br>Civil docket will be held at 11:00 a.m.<br>Commissioners in Chancery are utilized.<br>Instructions must be submitted 2 days prior to trial.<br>Should a Term Day fall on a legal holiday as set forth in § 2.1-21, Code of Virginia (1950), as amended, the Term Day will be on the following day.<br>Praecipes must be filed seven days preceding Civil Term Day. |
| Lancaster Circuit Court<br>Fifteenth Judicial Circuit<br>8265 Mary Ball Road<br>Lancaster, VA 22503<br>Mailing Address: P.O. Box 99, Lancaster, VA 22503 | Hon. R. Michael McKenney<br>Hon. J. Overton Harris*<br>Hon. Sarah L. Deneke<br>Hon. Joseph J. Ellis<br>Hon. Herbert M. Hewitt<br>Hon. Patricia Kelly<br>Hon. Michael E. Levy<br>Hon. Ricardo Rigual<br>Hon. Charles S. Sharp<br>Hon. Gordon F. Willis<br>Hon. Victoria A. B. Willis | Terms begin, 4th Friday, Jan., Apr., July, & Oct.<br>All cases set by agreement with Commonwealth's Attorney at preliminary hearing, on Term Day, or by agreement of counsel and the Court. The latter may be done by a telephone call to the Judge's office.<br>Court convenes 9:00 a.m.<br>In civil jury trials, instructions must be submitted to the Court and opposing counsel 5 days prior to trial.<br>Commissioners in Chancery are utilized in general civil causes and divorces. |

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| CIRCUIT COURT ADDRESS | JUDGE CLERK PHONE # HOURS | TERMS OF COURT AND GENERAL INFORMATION |
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| Lancaster Circuit Court - Continued | Diane H. Mumford, Clerk<br>804/462-5611<br>Fax - 804/462-9978<br>8:30AM - 4:30PM | |
| Lee Circuit Court<br>Thirtieth Judicial Circuit<br>P. O. Box 326<br>Main Street<br>Jonesville, VA 24263-0326 | Hon. Tammy S. McElyea<br>Hon. Chadwick S. Dotson*<br>Hon. Jeffrey Hamilton<br>Hon. John C. Kilgore<br><br>Rene Lamey, Clerk<br>276/346-7763<br>Fax - 276/346-3440<br>8:00AM - 4:30PM<br><br>E-Mail:<br>rlamey@courts.state.va.us | Terms begin, 1st Monday, March, June, & Dec.; 2nd Monday, Sept.<br>Grand Juries, 1st day of Term and 1st Friday of each month.<br>Cases set on Term Day. Civil cases set by praecipe.<br>Court convenes 9:00 a.m.<br>Commissioners in Chancery are utilized.<br>Motion day at discretion of Chief Judge. |
| Loudoun Circuit Court<br>Twentieth Judicial Circuit<br>P. O. Box 550<br>18 E. Market St., 3rd floor<br>Leesburg, VA 20178 | Hon. Jeffrey W. Parker*<br>Hon. Douglas L. Fleming Jr.<br>Hon. Jeanette A. Irby<br>Hon. Stephen E. Sincavage<br><br>Gary M. Clemens, Clerk<br>703/777-0270<br>Fax - 703/777-0376<br>Fax - Judges: 703/777-0676<br>8:00AM - 4:00PM | Terms begin, 2nd Monday, Feb., Apr., June, Aug., & Dec.; Tuesday following 2nd Monday in Oct.<br>Grand Juries, 2nd Mon. each month and October Grand Jury will convene on October 16th in light of the holiday on October 9th.<br>Civil scheduling, Monday mornings, except holidays (by praecipe).<br>Criminal cases are scheduled the day following term day at 9:00 a.m. or may be scheduled by praecipe.<br>Court convenes 9:00 a.m. unless specially set otherwise.<br>Commissioners in Chancery are utilized.<br>Motion Day, Civil - 1st Friday of each month -- Ore Tenus Hearings, 9:00 a.m., Domestic cases, 10:00 a.m., Civil Law cases, 2:00 p.m.;<br>Motions Day, Criminal - 4th Friday of each month, 9:00 a.m., No regular Motions Day in November or December.<br>Praecipe must be filed 7 calendar days in advance of court docket.<br>Recordation of deeds business hours are 8:00 a.m. - 4:00 p.m.<br>Misdemeanor appeals, 2nd Fri., each month (except holidays).<br>Financial transactions are accepted by the Clerk from 8:00 a.m. - 4:00 p.m.<br>All visitors to Courts Complex are subject to security screening by Sheriff's deputies upon entering the facility.<br>Cell phones with cameras are not permitted in the Courts Complex by members of the public. Members of the bar are allowed to bring one cellphone with cameras in the Courts Complex. Except as noted above, no cameras are permitted in the Courts Complex. The use of cameras or recording devices are not allowed without the permission of the presiding judge. The cellphone policy is established by order for the circuit court judges. |

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| Louisa Circuit Court<br>Sixteenth Judicial Circuit<br>Box 37<br>100 W. Main Street<br>Louisa, VA 23093-0037 | Hon. Timothy K. Sanner*<br>Hon. Daniel R. Bouton<br>Hon. Cheryl V. Higgins<br>Hon. Richard E. Moore<br>Hon. Susan L. Whitlock<br><br>Patty Madison, Clerk<br>540/967-5312<br>Judges: 540/967-5300<br>Fax - 540/967-2705<br>8:30AM - 5:00PM | Terms begin, 2nd Monday, Jan., March, July, Sept. & Nov.<br>Due to the mandatory Judicial Conference, the May Term Day will be May 8, 2017.<br>Grand Juries, 1st day of Term.<br>All cases set on Term Day by praecipe filed 7 days prior.<br>Court convenes 9:30 a.m., except for Motions Day which begins at 9:00 a.m.<br>Commissioners in Chancery are rarely utilized and generally only by agreement of counsel.<br>Local rules adopted pursuant to § 8.01-4. |
| Lunenburg Circuit Court<br>Tenth Judicial Circuit<br>11435 Courthouse Road<br>Lunenburg, VA 23952<br>Physical address: 11413 Courthouse Rd., Lunenburg, VA 23952 | Hon. Donald Carl Blessing<br>Hon. Leslie M. Osborn*<br>Hon. S. Anderson Nelson<br>Hon. Kimberley S. White<br><br>Gordon F. Erby, Clerk<br>434/696-2132<br>Fax - 434/696-3931<br>8:30AM - 4:30PM | Court convenes 9:30 a.m.<br>Terms begin, 1st Monday, Feb., Apr., June, Aug., Oct., & Dec.<br>If the first day, known as Term Day, of any Term as scheduled above shall fall on a legal holiday, then such Term shall commence and its Term Day be on the following day.<br>All criminal cases are to be preset with the office of the Commonwealth's Attorney before Term Day. Civil cases are set by written request. (Email is preferred.) anelson@courts.state.va.us with a copy to pcolgate@courts.state.va.us.<br>Final Orders are disbursed through the mail or by fax. |
| Lynchburg Circuit Court<br>Twenty-fourth Judicial Circuit<br>P. O. Box 4<br>900 Court Street<br>Lynchburg, VA 24505<br>Please send all mail to P.O. Box 4, Lynchburg, VA 24505. Mail addressed to the street address will not be delivered in a timely manner. | Hon. F. Patrick Yeatts*<br>Hon. R. Edwin Burnette Jr.<br>Hon. John T. Cook<br>Hon. Michael T. Garrett<br>Hon. James W. Updike Jr.<br><br>Eugene C. Wingfield, Clerk<br>434/455-2620<br>Fax - 434/847-1864<br>8:30AM - 4:30PM | Criminal Terms begin, 1st Monday every month.<br>Civil Terms begin, 1st Monday monthly.<br>Grand Juries, 1st day of Term.<br>All cases set on Term Day; Criminal - 9:00 a.m., Civil - 2:00 p.m.<br>Court convenes 9:00 a.m.<br>Commissioners in Chancery are utilized in limited instances.<br>Motion Day, 2nd & 4th Fri. after Term day, 9:00 a.m. - 4:30 p.m. by appointment.<br>Misdemeanor appeals - 1st two days after opening day of Term. |
| Madison Circuit Court<br>Sixteenth Judicial Circuit<br>1 Main Street<br>P. O. Box 220<br>Madison, VA 22727 | Hon. Daniel R. Bouton<br>Hon. Timothy K. Sanner*<br>Hon. Cheryl V. Higgins<br>Hon. Richard E. Moore<br>Hon. Susan L. Whitlock<br><br>Leeta D. Louk, Clerk<br>540/948-6888<br>Fax - 540/948-3759<br>8:30AM - 4:30PM | Terms begin, 1st Monday, Jan., March, May, July, Sept., & Nov.<br>Grand Juries, 1st day of Term.<br>Cases set on Term Day; 9:30 a.m. (Criminal), 11:00 a.m. (Civil)<br>Motion Day, 2nd Wednesday, 9:00 (Criminal), 1:30 (Civil)<br>Court convenes 9:30 a.m.<br>Commissioners in Chancery are utilized in limited instances.<br><br>Madison County Circuit Court mails the Final Order in Civil and Criminal Cases. |

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| CIRCUIT COURT ADDRESS | JUDGE CLERK PHONE # HOURS | TERMS OF COURT AND GENERAL INFORMATION |
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| Martinsville Circuit Court<br>Twenty-first Judicial Circuit<br>P. O. Box 1206<br>55 W. Church Street<br>Martinsville, VA 24114-1206<br><br>P. O. Box 1347 (Judges) | Hon. G. Carter Greer<br>Hon. David V. Williams*<br>Hon. Martin F. Clark Jr.<br><br>Ashby R. Pritchett, Clerk<br>276/403-5106<br>Fax - 276/403-5232<br>9:00AM - 5:00PM<br><br>E-Mail:<br>APritchett@courts.state.va.us | Criminal Terms begin, 1st Monday, Nov.; 2nd Monday, Feb.; 1st Mon., May; 4th Monday, July.<br>Grand Juries, 1st day of Term.<br>Civil cases set by Pretrial Scheduling Order.<br>Criminal cases are set on Misdemeanor Appeal Day for Misdemeanor Trial Day; felony cases are set on Term Day, or on Felony Disposition Day #1 or #2, or on Return on Indictments Day.<br>Court convenes 9:00 a.m.<br>Commissioners in Chancery are utilized in divorce proceedings, partition suits, creditors suits, etc.<br>Distribution of Final Orders ¿ Civil Case: Once received from the Judge¿s Office, certified copies of final orders are distributed to attorneys of record and to other persons identified in the Order to receive a copy. Certified copies are mailed to the recipient¿s address appearing in the file or provided in the final order. If attorneys request an immediate copy, an uncertified copy is sent by electronic transmission. Distribution of Final Orders ¿ Criminal Case: The Clerk¿s Office prepares final orders. Once endorsed by the Judge, copies are transmitted by electronic transmission , by fax and by mail to parties required by law to receive them. |
| Mathews Circuit Court<br>Ninth Judicial Circuit<br>P. O. Box 463<br>10622 Buckley Hall Road<br>Mathews, VA 23109 | Hon. Michael E. McGinty*<br>Hon. B. Elliott Bondurant<br>Hon. Richard H. Rizk<br>Hon. Jeffrey W. Shaw<br><br>Angela Ingram, Clerk<br>804/725-2550<br>8:00AM - 4:00PM | Terms begin, 3rd Monday, Jan., March, May, July, Sept., & Nov.<br>Grand Juries, 1st day of Term.<br>All cases set on Term Day.<br>Court convenes 9:30 a.m.<br>Commissioners in Chancery are utilized.<br>Instructions must be submitted 2 days prior to trial.<br>Should a Term Day fall on a legal holiday as set forth in § 2.1-21, Code of Virginia (1950), as amended, the Term Day will be on the following day.<br>When the judge signs the original final order, the Court will mail a certified copy to all counsel, probation officers etc. |
| Mecklenburg Circuit Court<br>Tenth Judicial Circuit<br>393 Washington Street<br>P. O. Box 530<br>Boydton, VA 23917-0530<br>Street Address:393 Washington Street, Boydton, VA 23917 | Hon. Leslie M. Osborn*<br>Hon. Donald Carl Blessing<br>Hon. S. Anderson Nelson<br>Hon. Kimberley S. White<br><br>Michelle Gordon, Clerk<br>434/738-6191<br>434/738-6191 Ext. 5113<br>Fax - 434/738-6861<br>8:30AM - 5:00PM | Court convenes 9:30 a.m.<br>Terms begin, 3rd Monday, Jan., Feb., March, April, May, June, July, Aug., Sept., Oct., & Nov. 2nd Monday, Dec.<br>Should a Term Day fall on a legal holiday, the Term Day will be on the following day.<br>Grand Juries, 1st day of Term.<br>Commissioners in Chancery are utilized.<br>All criminal cases are to be preset with the office of the Commonwealth's Attorney before Term Day.<br>Civil cases are set by written request (email is preferred). Send request to anelson@courts.state.va.us with copy to pcolgate@courts.state.va.us. |

Asterisk (*) Denotes Chief Judge.
Underscoring Denotes Judge Presiding in this Court.
For Judge's Home Court, see Virginia Judges 6-1.

| CIRCUIT COURT ADDRESS | JUDGE CLERK PHONE # HOURS | TERMS OF COURT AND GENERAL INFORMATION |
|---|---|---|
| Middlesex Circuit Court<br>Ninth Judicial Circuit<br>P. O. Box 158<br>Routes 17 & 33<br>Courthouse<br>Saluda, VA 23149 | Hon. Michael E. McGinty*<br>Hon. B. Elliott Bondurant<br>Hon. Richard H. Rizk<br>Hon. Jeffrey W. Shaw<br><br>Lynn L. Dunlevy, Clerk<br>804/758-5317<br>Fax - 804/758-8637<br>8:30AM - 4:30PM<br><br>E-Mail:<br>ldunlevy@courts.state.va.us | Terms begin, 4th Monday, Jan., March, May, July, Sept., Nov.<br>Grand Juries, 1st day of Term, 9:00 a.m.<br>All cases set on Term Day.<br>Court convenes 9:00 a.m.<br>Commissioners in Chancery are utilized.<br>Instructions must be submitted prior to trial.<br>Civil cases set by praecipe.<br>Should a Term Day fall on a legal holiday as set forth in § 2.1-21, Code of Virginia (1950), as amended, the Term Day will be on the following day.<br>Local rules adopted pursuant to § 8.01-4.<br>Middlesex Circuit Court sends final orders through the regular mail. |
| Montgomery Circuit Court<br>Twenty-seventh Judicial Circuit<br>55 East Main Street, Suite 1<br>Christiansburg, VA 24073 | Hon. Robert M. D. Turk<br>Hon. Josiah T. Showalter Jr.*<br>Hon. Bradley W. Finch<br>Hon. Brett L. Geisler<br>Hon. H. Lee Harrell<br>Hon. Marcus H. Long Jr.<br><br>Erica W. Williams, Clerk<br>540/382-5760<br>Judges' Chambers: 540-382-5754<br>Fax - (540) 382-6937<br>8:30AM - 4:30PM | Terms begin, 2nd Tuesday, Jan., April, July, & Oct.<br>Grand Juries, 1st day of Term and 4th Tues. of each Term.<br>Court convenes 9:00 a.m.<br>Commissioners are utilized in equitable distribution matters; not divorce.<br>Civil cases set by praecipe received 10 days prior to Term, by agreement of court and counsel.<br>Criminal and traffic misdemeanor appeals pre-set with Commonwealth's Attorney's secretary for 2nd day of Term.<br>Civil misdemeanor appeals set with Judge's secretary.<br>Recordation cut off time 4:00 p.m. |
| Nelson Circuit Court<br>Twenty-fourth Judicial Circuit<br>P. O. Box 10<br>84 Courthouse Square, 1st Floor<br>Lovingston, VA 22949-0010 | Hon. F. Patrick Yeatts*<br>Hon. R. Edwin Burnette Jr.<br>Hon. John T. Cook<br>Hon. Michael T. Garrett<br>Hon. James W. Updike Jr.<br><br>Lisa Dugan Bryant, Clerk<br>434/263-7020<br>Fax - 434/263-7027<br>8:00AM - 5:00PM | Terms begin, 4th Tuesday, Jan, March, May, Sept , & Nov.<br>Grand Juries, 1st day of Term.<br>All cases set on Term Day or directly through Judge at other times.<br>Court convenes 9:30 a.m.<br>Commissioners in Chancery are utilized in general chancery causes. Divorce cases not usually referred.<br>The Clerk of the Nelson County Circuit Court provides copies of Orders to local attorneys (within the Court square)and the Probation Officer by placing certified copies in their mailbox in the Clerk's Office. Certified copies of Orders for Attorneys outside the local area, to agencies (i.e. DMV, VASAP, DOC, etc.) are mailed by regular mail. This is the practice in both civil and criminal cases. |

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For Judge's Home Court, see Virginia Judges 6-1.

| CIRCUIT COURT ADDRESS | JUDGE CLERK PHONE # HOURS | TERMS OF COURT AND GENERAL INFORMATION |
|---|---|---|
| New Kent Circuit Court<br>Ninth Judicial Circuit<br>P. O. Box 98<br>Courthouse<br>12001 Courthouse Circle<br>New Kent, VA 23124-0098 | Hon. Michael E. McGinty*<br>Hon. B. Elliott Bondurant<br>Hon. Richard H. Rizk<br>Hon. Jeffrey W. Shaw<br><br>Amy P. Crump, Clerk<br>804/966-9520<br>Fax - 804/966-9528<br>8:30AM - 4:30PM | Court convenes: 9:00 a.m.<br>Terms begin, 2nd Monday Jan; 3rd Monday Mar., May, July, Sept., & Nov.<br>Grand Juries, 1st day of Term at 9:00 a.m.<br>Praecipes must be filed by seven days preceding civil term day.<br>Civil cases are set for trial by conference call with the Judge.<br>Instructions must be submitted 2 days prior to trial.<br>Commissioners in Chancery are rarely used and only at request of attorneys.<br>Local Rules adopted pursuant to § 8.01-4 for divorce cases.<br>Final civil orders are distributed using regular mail with postage paid self addressed envelopes provided by the parties. |
| Newport News Circuit Court<br>Seventh Judicial Circuit<br>2500 Washington Avenue<br>Courthouse Building<br>Newport News, VA 23607-4307 | Hon. Bryant L. Sugg*<br>Hon. Timothy S. Fisher<br>Hon. Gary A. Mills<br>Hon. C. Peter Tench<br><br>Gary S. Anderson, Clerk<br>757/926-8561<br>8:00AM - 4:30PM | Criminal term begins, 2nd Monday monthly; Docket call 1:30 p.m.<br>Felony cases trial dates initially set in District Court, thereafter at docket call 1:30 p.m. 1st day criminal term.<br>Civil term begins, 2nd Mon., Jan., March, July, Sept., & Nov.<br>Due to the mandatory Judicial Conference, May Term Day will be on Friday, May 13, 2016. Grand Jury: 9:30 a.m., Courtroom No. 3; Civil Docket Call: 10:00 a.m., Courtroom No. 2; Criminal Docket Call: 1:30 p.m., Courtroom No. 3.<br>Civil docket call 10:00 a.m.<br>Grand Juries, 1st day of Criminal Term at 9:30 a.m.<br>Praecipes must be filed by ten days preceding Civil Term Day.<br>Court convenes 10:00 a.m.<br>Commissioners in Chancery are not utilized in divorce cases.<br>If any Monday is a State holiday, docket call will be the following day.<br>Scheduling orders are not mandatory, but pre-trial conferences are.<br>Local rules can be found on the Internet at www.nngov.com/circuit-court<br>Order to Meet and Confer must be completed and filed with the Court three days prior to each pendente lite hearing. Form Pendente Lite Order must be completed after each pendente lite hearing. |
| Norfolk Circuit Court<br>Fourth Judicial Circuit<br>150 St. Paul's Boulevard<br>Norfolk, VA 23510<br><br>gschaefer@circuitcourtva.us | Hon. John R. Doyle III*<br>Hon. Michelle J. Atkins<br>Hon. Junius P. Fulton III<br>Hon. Mary Jane Hall<br>Hon. Jerrauld C. Jones<br>Hon. David W. Lannetti<br>Hon. Everett A. Martin Jr.<br>Hon. Joseph A. Migliozzi Jr.<br><br>George E. Schaefer, Clerk<br>757/664-4580<br>8:45AM - 4:45PM | Terms begin the first day of the month<br>Grand Juries, 1st and 3rd Wednesday of each month<br>Civil cases set by agreement of counsel and consent of the court; scheduling orders are mandatory in most cases.<br>Civil and Criminal trials begin at 9:30 a.m.<br>Commissioners in Chancery are appointed in suits for accounting, partition, delinquent taxes, and judgment debtor interrogatories, and in other suits by order of the Court.<br>Local rules are adopted pursuant to 8.01-4; they can be found at http://www.norfolkcircuitcourt.us/civil/civil-plan<br>Uncontested divorces are heard Monday through Thursday from 9:00 a.m. to 11:50 a.m. and set through the Clerk<br>Final orders are sent to counsel by email and by regular mail to pro |

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| CIRCUIT COURT ADDRESS | JUDGE CLERK PHONE # HOURS | TERMS OF COURT AND GENERAL INFORMATION |
|---|---|---|
| Norfolk Circuit Court - Continued | E-Mail:<br>gschaefer@circuitcourtva.us | se parties and counsel for whom the Clerk has no email address.<br>Self-addressed stamped envelopes are appreciated but not necessary. |
| Northampton Circuit Court<br>Second Judicial Circuit<br>P. O. Box 36<br>5229 The Hornes<br>Eastville, VA 23347-0036 | Hon. William R. O'Brien*<br>Hon. Glenn R. Croshaw<br>Hon. Steven C. Frucci<br>Hon. W. Revell Lewis III<br>Hon. James Clayton Lewis<br>Hon. Leslie L. Lilley<br>Hon. Stephen C. Mahan<br>Hon. H. Thomas Padrick Jr.<br>Hon. A. Bonwill Shockley<br><br>Traci L. Johnson, Clerk<br>757/678-0465<br>Fax - 757/678-5410<br>9:00AM - 5:00PM<br><br>E-Mail:<br>tljohnson@courts.state.va.us | Terms begin, 2nd Monday, Jan., March, May, July, Sept., & Nov.<br>Grand Juries, 1st day of Term.<br>Docket call held the 2nd Monday in Jan., March, May, July, Sept., & Nov. at 10:00 a.m.<br>Court convenes 9:30 a.m.<br>Motions and other pretrial hearings will be heard on the 2nd Friday of each month at 9:30 a.m. by scheduling a hearing with Court's Judicial Assistant to be placed on the motions docket for that day.<br>Cases set by writtten request submitted one (1) business day previous to docket call, or by praecipe, followed by appearance at docket call held on 2nd Monday (Term Day) of odd months at 10:00 a.m.<br>Commissioners in Chancery are utilized.<br>Supreme Court Deed Calculation Page is required as the cover sheet for all land recordings. Tax Map Numbers are required.<br>All civil filings require a (Form CC-1416) Cover Sheet for Filing Civil Actions.<br>Arraignments: Tuesday at 1:30 p.m. by the General District Court; Mondays at 11:30 a.m. by the J&DR Court (domestic and juvenile related indictments only). |
| Northumberland Circuit Court<br>Fifteenth Judicial Circuit<br>P. O. Box 217<br>220 Judicial Place<br>Heathsville, VA 22473 | Hon. R. Michael McKenney<br>Hon. J. Overton Harris*<br>Hon. Sarah L. Deneke<br>Hon. Joseph J. Ellis<br>Hon. Herbert M. Hewitt<br>Hon. Patricia Kelly<br>Hon. Michael E. Levy<br>Hon. Ricardo Rigual<br>Hon. Charles S. Sharp<br>Hon. Gordon F. Willis<br>Hon. Victoria A. B. Willis<br><br>Deborah Bingham, Clerk<br>804/580-3700<br>Fax - 804/580-2261<br>8:30AM - 4:45PM | Terms begin, 4th Tuesday, Jan., Apr., July & Oct.<br>All cases set by agreement with Commonwealth's Attorney at preliminary hearing, on Term Day, or by agreement of counsel and the Court. The latter may be done by a telephone call to the Judge's office.<br>Court convenes at 9:00 a.m.<br>In civil jury trials, instructions must be submitted to the Court and opposing counsel 5 days prior to trial.<br>Commissioners in Chancery are utilized in general chancery causes and divorces.<br>Distribution of final orders are done through regular mail. |

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| CIRCUIT COURT ADDRESS | JUDGE CLERK PHONE # HOURS | TERMS OF COURT AND GENERAL INFORMATION |
|---|---|---|
| Nottoway Circuit Court<br>Eleventh Judicial Circuit<br>328 West Courthouse Road<br>P.O. Box 25<br>Nottoway, VA 23955 | Hon. Paul W. Cella*<br>Hon. Dennis M. Martin Sr.<br>Hon. Joseph M. Teefey Jr.<br><br>Jane L. Brown, Clerk<br>434/645-9043<br>Fax - 434/645-2201<br>8:30AM - 4:30PM<br><br>E-Mail:<br>jlbrown@courts.state.va.us | Court convenes 9:00 a.m. unless otherwise notified.<br>Term Days: 1st Tuesday, Jan., March, May, July, Sept., & Nov., 10:00 a.m.<br>Criminal Days: 2nd, 3rd & 4th Mon. each month, 9:00 a.m.<br>Grand Juries, 1st day of Term.<br>Cases set on Term Day or by agreement of counsel and consent of court.<br>Commissioners in Chancery are utilized in general chancery causes.<br>Certified copies of orders are mailed, via US mail, to counsel/moving litigants. Certified copies of orders are mailed to all other parties upon request or as directed by a Court order. It is requested that counsel/litigants provide a self-addressed stamped envelope. |
| Orange Circuit Court<br>Sixteenth Judicial Circuit<br>110 North Madison Road, Suite 300<br>P. O. Box 230<br>Orange, VA 22960 | Hon. Daniel R. Bouton<br>Hon. Timothy K. Sanner*<br>Hon. Cheryl V. Higgins<br>Hon. Richard E. Moore<br>Hon. Susan L. Whitlock<br><br>Teresa T. Carroll, Clerk<br>540/672-4030<br>Fax - 540/672-2939<br>8:30AM - 4:30PM | Terms begin, 4th Monday, Jan., March, May, July, Sept., & Nov.<br>Grand Juries, 1st day of Term.<br>Cases set on Term Day.<br>Motion day, 4th Monday Feb., Apr., June, Aug., Oct., Dec.; on Monday following Term Day Jan., March, May, July, Sept., & Nov. (Criminal motions day docket begins at 9:00 a.m.)<br>Court convenes 9:30 a.m.<br>Commissioners in Chancery are utilized. |
| Page Circuit Court<br>Twenty-sixth Judicial Circuit<br>116 South Court Street<br>Suite A<br>Luray, VA 22835 | Hon. Bruce D. Albertson<br>Hon. Clark Andrew Ritchie<br>Hon. Thomas J. Wilson IV<br>Hon. Clifford Lynwood Athey Jr.*<br>Hon. Neil Randolph Bryant<br>Hon. Dennis Lee Hupp<br>Hon. Alexander R. Iden<br>Hon. Ronald Lewis Napier<br><br>C. Grayson Markowitz, Clerk<br>540/743-4064<br>540/743-6902<br>Fax - 540/743-2338<br>9:00AM - 5:00PM | Terms begin, 4th Monday, Jan., Apr., July, & Oct.<br>Motion Day, Tuesday after 2nd Monday, each month.<br>Misdemeanor appeal days, Tuesday following fourth Monday, Jan. to Nov.; 3rd Tuesday in December<br>Grand Juries, 4th Monday, each month; none in December<br>Praecipe must be filed not less than 7 days preceding Motion Day nor more than 30 days.<br>Court convenes 9:00 a.m.<br>Commissioners in Chancery are utilized.<br>Local rules adopted pursuant to § 8.01-4. |

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| CIRCUIT COURT ADDRESS | JUDGE CLERK PHONE # HOURS | TERMS OF COURT AND GENERAL INFORMATION |
|---|---|---|
| Patrick Circuit Court<br>Twenty-first Judicial Circuit<br>P. O. Box 148<br>101 Blue Ridge Street<br>Stuart, VA 24171-0148<br><br>P. O. Box 762 (Judge) | Hon. Martin F. Clark Jr.<br>Hon. David V. Williams*<br>Hon. G. Carter Greer<br><br>Susan C. Gasperini, Clerk<br>276/694-7213<br>276/694-3775 (Judge)<br>Fax - 276/694-6943<br>9:00AM - 5:00PM | Terms begin, 1st Monday, March, June, Sept., & Dec.<br>Grand Juries, 1st day of Term.<br>Court convenes at 9:00 a.m.<br>Civil cases utilize scheduling procedures set out in Rules of Court 1:18 - 1:20.<br>Commissioners in Chancery are utilized in general chancery causes. |
| Petersburg Circuit Court<br>Eleventh Judicial Circuit<br>7 Courthouse Avenue<br>Petersburg, VA 23803<br>Judge's Chambers: 1<br>Courthouse Avenue | Hon. Paul W. Cella*<br>Hon. Dennis M. Martin Sr.<br>Hon. Joseph M. Teefey Jr.<br><br>Shalva J. Braxton, Clerk<br>804/733-2367<br>Fax - 804/732-5548<br>8:00AM - 4:00PM<br><br>E-Mail:<br>sbraxton@courts.state.va.us | Criminal term begins, 3rd Thursday, each month.<br>Civil term begins, 3rd Thursday, each month.<br>Grand Juries, 1st day of criminal term.<br>Criminal cases set through Commonwealth's Attorney on designated days.<br>Civil cases, and hearings in civil cases, set through the Court Administrator, Tamera Wilson (804)733-2423 or twilson@courts.state.va.us, or on term days in matured cases.<br>Court convenes 9:00 a.m.<br>Criminal bench days every Tuesday and every Thursday, except term days. |
| Pittsylvania Circuit Court<br>Twenty-second Judicial Circuit<br>One North Main Street<br>P.O. Box 31<br>Chatham, VA 24531 | Hon. Stacey W. Moreau*<br>Hon. Joseph W. Milam Jr.<br>Hon. Clyde H Perdue Jr.<br>Hon. James J. Reynolds<br><br>Mark W. Scarce, Clerk<br>434/432-7887<br>Fax - 434/432-7913<br>8:30AM - 4:30PM | Terms begin, 3rd Monday, Feb., Apr., June, Aug., Oct., & Dec.<br>Grand Juries, 1st day of Term.<br>All criminal and civil cases are set by the court's administrative assistant, Ms. Angie Harris, and the dates are coordinated with the attorneys involved.<br>Court convenes 8:30 a.m.<br>Commissioners in Chancery are utilized in Decrees of Reference.<br>Instructions must be submitted prior to trial.<br>This office requires a self address envelope for the distribution of final orders. |
| Portsmouth Circuit Court<br>Third Judicial Circuit<br>1345 Court Street<br>P. O. Box 1217<br>Portsmouth, VA 23705 | Hon. William S. Moore Jr.*<br>Hon. Kenneth R. Melvin<br>Hon. Johnny E. Morrison<br><br>Cynthia P. Morrison, Clerk<br>757/393-8671<br>Fax - 757-399-4826<br>8:30AM - 4:30PM<br><br>E-Mail:<br>CMorrison@courts.state.va.us | Terms begin, 1st Thursday, each month<br>Criminal docket call, 2:15 p.m.; 1st day of Term.<br>Grand Juries, 1st day of Term.<br>Civil cases set by agreement of counsel after consultation with the docket clerk (757-393-5373). Scheduling order required for civil cases.<br>Motions heard daily between 9:00 a.m. & 10:00 a.m. & every Friday, 10:00 a.m.<br>Court convenes 10:00 a.m.<br>Docket control procedures adopted pursuant to § 8.01-4 and available on the website (www.portsmouthva.gov/circuitcourtclerk). |

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| CIRCUIT COURT ADDRESS | JUDGE CLERK PHONE # HOURS | TERMS OF COURT AND GENERAL INFORMATION |
|---|---|---|
| Powhatan Circuit Court<br>Eleventh Judicial Circuit<br>3880 Old Buckingham Road<br>Suite C<br>Powhatan, VA 23139<br>Recording Times: 8:30 a.m.-4:30 p.m. daily | Hon. Paul W. Cella*<br>Hon. Dennis M. Martin Sr.<br>Hon. Joseph M. Teefey Jr.<br><br>Teresa H. Dobbins, Clerk<br>804/598-5660<br>Fax - 804/598-5608<br>8:30AM - 4:30PM<br><br>E-Mail:<br>tdobbins@courts.state.va.us | Court convenes at 9:00 a.m. and 1:00 p.m., unless otherwise notified<br>Term Days: 2nd Tuesday of February, April, June, August, October & December at 10:00 a.m.<br>Criminal Cases set through Commonwealth's Attorney on designated days<br>Grand Juries, 1st day of Term.<br>Civil cases, hearings in civil cases, set through the Court Administrator, Tamera Wilson (804) 733-2423 or twilson@courts.state.va.us.<br>Certified copies of orders are mailed, via US mail, to counsel/moving litigants. Certified copies of orders are mailed to all other parties upon request or as directed by a Court order. Counsel/litigants shall provide a self-addressed, stamped envelope.<br>Commissioners in Chancery are used in general chancery causes. |
| Prince Edward Circuit Court<br>Tenth Judicial Circuit<br>Courthouse Building<br>P. O. Box 304<br>North Main Street<br>Farmville, VA 23901-0304 | Hon. Donald Carl Blessing<br>Hon. Leslie M. Osborn*<br>Hon. S. Anderson Nelson<br>Hon. Kimberley S. White<br><br>Machelle J. Eppes, Clerk<br>434/392-5145<br>Judges' Chambers: 434/392-5171<br>Fax - Clerk's Office: 434/392-3913<br>Fax - Judges' Chambers: 434/392-4662<br>8:30AM - 4:30PM<br><br>E-Mail:<br>meppes@courts.state.va.us | Court convenes 9:30 a.m. or as otherwise set.<br>Terms begin, Tuesday after 3rd Monday, Jan., Apr., June, Sept., & Nov.<br>Grand Juries, 1st day of Term.<br>All criminal cases are to be set with the office of the Commonwealth's Attorney.<br>Court orders are distributed within 30 days. If additional information is needed please advise.<br>Civil cases are set by written request (email is preferred). Send request to ajamerson@courts.state.va.us with copy to dblessing@courts.state.va.us. |
| Prince George Circuit Court<br>Sixth Judicial Circuit<br>P. O. Box 98<br>6601 Courts Drive<br>Prince George, VA 23875-0098<br><br>P. O. Box 280 (Judges) | Hon. W. Allan Sharrett*<br><br>Bishop Knott Jr., Clerk<br>804/733-2640<br>Fax - 804/861-5721<br>8:30AM - 5:00PM | Terms begin, 3rd Tuesday, Jan., March, May, July, Sept., & Nov.<br>Grand Juries, 1st day of Term.<br>All cases set on Term Day.<br>Civil cases set by calling court administrator 804/733-2623.<br>Civil court convenes 9:00 a.m.; criminal court convenes 9:00 a.m.<br>Commissioners in Chancery are utilized in execution of Decrees of Reference in general chancery causes, except divorce.<br>Praecipe filed through Wednesday preceding Term Day.<br>Instructions must be submitted 5 days prior to trial.<br>Local rules adopted pursuant to § 8.01-4.<br>The policy of the Prince George Circuit Court office concerning the distribution of Civil Court (Final) Orders is that the documents are certified and are mailed to the litigant and/or their counsel in a timely manner. A self addressed/stamped envelope is preferred in order to necessitate a timely turnaround but orders will be mailed to the addressed provided. The Criminal Court (Final) Orders are forwarded by fax or mailed to counsel. |

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| CIRCUIT COURT ADDRESS | JUDGE CLERK PHONE # HOURS | TERMS OF COURT AND GENERAL INFORMATION |
|---|---|---|
| Prince William Circuit Court<br>Thirty-first Judicial Circuit<br>9311 Lee Avenue<br>Manassas, VA 20110<br><br>circuitcourt@pwcgov.org<br><br>www.pwcgov.org/ccourt | Hon. Carroll A. Weimer Jr.*<br>Hon. Lon Edward Farris<br>Hon. Craig D. Johnston<br>Hon. Tracy Calvin Hudson<br>Hon. Kimberly A. Irving<br>Hon. Steven S. Smith<br><br>Robert S. FitzSimmonds III, Clerk<br>703/792-6015<br>Civil: 703/792-6029<br>Fines/Costs: 703-792-6031<br>Criminal/Courtroom Support:<br>703-792-6025<br>Fax - Criminal Fax: 703-792-5746<br>Fax - Civil Fax: 703-792-7750<br>8:30AM - 5:00PM | Court convenes 10:00 a.m.<br>Terms begin, 1st Monday, Feb., April, June; 1st Tuesday, July - December.<br>Grand Jury meets 1st Monday of each month unless 1st Monday is a holiday then following Tuesday. 8:45 a.m.<br>Criminal Term Day at 10:00 a.m. on 1st Tuesday following the 1st Monday of each month.<br>Civil Term Day at 2:00 p.m. on 1st Tuesday following the 1st Monday of each month.<br>Praecipe filed through Wednesday preceding Civil Term Day. Cases may be set on term day or by calling chambers at 703/792-6010. |
| Pulaski Circuit Court<br>Twenty-seventh Judicial Circuit<br>45 Third Street, NW<br>Suite 101<br>Pulaski, VA 24301 | Hon. Josiah T. Showalter Jr.*<br>Hon. Bradley W. Finch<br>Hon. Brett L. Geisler<br>Hon. H. Lee Harrell<br>Hon. Marcus H. Long Jr.<br>Hon. Robert M. D. Turk<br><br>Maetta H. Crewe, Clerk<br>540/980-7825<br>Fax - 540/980-7835<br>8:30AM - 4:30PM | Terms begin, 3rd Monday, Feb., 4th Monday, May;<br>**Effective July 1, 2013 - Terms will begin the 2nd Monday of July, October, January and April.**<br>Grand Juries, 1st day of Term.<br>Docket call 1st Thurs. Feb., Nov.; last Thurs. Apr., Aug.<br>Court convenes 9:30 a.m.<br>Civil actions are scheduled directly through the judge's office. Clerk is notified of hearing by letter from counsel.<br>Orders are received by court and legal through the RMS system. All other distributions are faxed unless otherwise requested |
| Radford Circuit Court<br>Twenty-seventh Judicial Circuit<br>619 Second Street, West<br>Radford, VA 24141 | Hon. Josiah T. Showalter Jr.*<br>Hon. Bradley W. Finch<br>Hon. Brett L. Geisler<br>Hon. H. Lee Harrell<br>Hon. Marcus H. Long Jr.<br>Hon. Robert M. D. Turk<br><br>Ann Howard, Clerk<br>540/731-3610<br>Fax - 540/731-3612<br>8:30AM - 5:00PM<br>(no machine receipts after 4:30 p.m.)<br><br>E-Mail:<br>ann.howard@radfordva.gov | Terms begin, 2nd Friday, Mar., June, & Sept. and Dec.<br>Grand Juries, 1st day of Term.<br>Civil cases set by contacting Judge's Office by agreement of counsel.<br>Criminal cases pre-set with Commonwealth's Attorney's office.<br>Court convenes 9:00 a.m.<br>Commissioners in Chancery are utilized only in certain cases |

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Underscoring Denotes Judge Presiding in this Court.
For Judge's Home Court, see Virginia Judges 6-1.

| CIRCUIT COURT ADDRESS | JUDGE CLERK PHONE # HOURS | TERMS OF COURT AND GENERAL INFORMATION |
|---|---|---|
| Rappahannock Circuit Court<br>Twentieth Judicial Circuit<br>238 Gay Street<br>P. O. Box 517<br>Washington, VA 22747-0517 | Hon. Jeffrey W. Parker*<br>Hon. Douglas L. Fleming Jr.<br>Hon. Jeanette A. Irby<br>Hon. Stephen E. Sincavage<br><br>Margaret Ralph, Clerk<br>540/675-5350<br>Fax - 540/675-5351<br>8:30AM - 4:30PM | Terms begin, 2nd Monday, Jan., March, May, July, Sept., & Nov.<br>Grand Juries, 1st day of Term.<br>All cases set on Term Day.<br>Court convenes 9:00 a.m.<br>Commissioners in Chancery are utilized in partition and other complicated chancery causes.<br>Civil Trial Scheduling: all counsel must appear to set a trial date.<br>Recordation cutoff time: 4:00 p.m.<br>Faxes not accepted.<br>All final orders are mailed via USPS. |
| Richmond City Circuit Court<br>Thirteenth Judicial Circuit<br>400 North Ninth Street<br>John Marshall Courts Building<br>Richmond, VA 23219 | Hon. C. N. Jenkins Jr.*<br>Hon. Bradley B. Cavedo<br>Hon. Phillip L. Hairston<br>Hon. William R Marchant<br>Hon. Gregory L. Rupe<br>Hon. Beverly W. Snukals<br>Hon. Joi Jeter Taylor<br><br>Edward F. Jewett, Clerk<br>804/646-6505<br>Fax - 804/646-6562<br>Fax - Law: 804/646-7274<br>Fax - Criminal: 804/646-6562<br>8:30AM - 4:30PM<br><br>E-Mail:<br>Edward.Jewett@richmondgov.com | Civil Terms begin, 4th Monday, Jan., April, July, & Oct.<br>Criminal Terms begin, 1st Monday, monthly.<br>Grand Juries, 1st Monday monthly.<br>Docket call on Term Day, 9:00 a.m. (criminal),<br>Commissioners in Chancery are not utilized in uncontested divorces.<br>Court convenes 9:00 a.m. |
| Richmond County Circuit Court<br>Fifteenth Judicial Circuit<br>P. O. Box 1000<br>101 Court Circle<br>Warsaw, VA 22572 | Hon. J. Overton Harris*<br>Hon. Sarah L. Deneke<br>Hon. Joseph J. Ellis<br>Hon. Herbert M. Hewitt<br>Hon. Patricia Kelly<br>Hon. Michael E. Levy<br>Hon. R. Michael McKenney<br>Hon. Ricardo Rigual<br>Hon. Charles S. Sharp<br>Hon. Gordon F. Willis<br>Hon. Victoria A. B. Willis<br><br>Cheryl B. Pierson, Clerk<br>804/333-3781<br>Fax - 804/333-5396<br>9:00AM - 5:00PM | Terms begin on the 4th Monday of January, April, July and October.<br>All cases set by agreement with Commonwealth's Attorney at preliminary hearing, on Term Day, or by agreement of counsel and the Court. The latter may be done by a telephone call to the Judge's office @ 804-333-5568.<br>Court convenes 9:00 a.m.<br>In civil jury trials, instructions must be submitted to the Court and opposing counsel 5 days prior to trial.<br>Commissioners in Chancery are utilized in general chancery causes and divorces. |

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For Judge's Home Court, see Virginia Judges 6-1.

| CIRCUIT COURT ADDRESS | JUDGE CLERK PHONE # HOURS | TERMS OF COURT AND GENERAL INFORMATION |
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| Roanoke City Circuit Court<br>Twenty-third Judicial Circuit<br>P. O. Box 2610<br>315 West Church Avenue<br>Roanoke, VA 24010-2610<br>E-mail Address:<br>Brenda.Hamilton@roanokeva.gov | Hon. Charles N. Dorsey*<br>Hon. William D. Broadhurst<br>Hon. David B. Carson<br>Hon. J. Christopher Clemens<br>Hon. James R. Swanson<br><br>Brenda S. Hamilton, Clerk<br>540/853-6702<br>Judge Carson's Office:<br>540/853-2436<br>Judge Broadhurst's Office:<br>540/853-2051<br>Judge Dorsey's Office:<br>540/853-2437<br>Judge Weckstein's Office:<br>540/853-2435<br>Judge Swanson's Office:<br>540/387-6270<br>Fax - 540/853-1024<br>8:15AM - 4:45PM<br>Hours for Judges: 8:30 AM - 5:00 PM<br><br>E-Mail:<br>brenda.hamilton@roanokeva.gov | Civil and criminal terms begin 1st Monday of each month.<br><br>Grand Juries, 1st Monday, monthly.<br>Civil cases set by praecipe received by clerk 7 days preceding civil docket call, 1st Monday, and by agreement of counsel, by docket judge and secretary.<br>Court convenes 8:30 a.m.<br>Commissioners in Chancery are utilized on petition of counsel or by order of court.<br>The process for distributing of Criminal Orders are either put in attorney's box located in the Clerk's Office, mail via USPS or fax. The process for distributing of Civil Orders are put in attorney's box located in the Clerk's Office. If they do not have a box, they are mailed via USPS. |
| Roanoke County Circuit Court<br>Twenty-third Judicial Circuit<br>P. O. Box 1126<br>305 E. Main Street<br>Salem, VA 24153-1126 | Hon. Charles N. Dorsey*<br>Hon. David B. Carson<br>Hon. James R. Swanson<br>Hon. William D. Broadhurst<br>Hon. J. Christopher Clemens<br><br>Steven A. McGraw Sr., Clerk<br>540/387-6205<br>Fax - 540/387-6145<br>8:30AM - 4:30PM<br><br>E-Mail:<br>smcgraw@roanokecountyva.gov | Criminal term begins, 1st Friday, Feb., Apr., June, Oct., & Dec.; 2nd Friday, Aug.<br>Civil term begins, 1st Friday, Jan., Feb., Apr., June, Oct., & Dec.; 2nd Friday, Aug.<br>Grand Juries, 1st day of criminal term, 9:00 a.m.<br>Criminal docket call immediately following Grand Jury convening, criminal probation reporting at 9:30 a.m., followed by civil docket call at 11:00 a.m.<br>All cases set on Term Day.<br>Court convenes 8:30 a.m.<br>Commissioners in Chancery are utilized at request of counsel or by order of court.<br>Civil cases set by praecipe received by clerk 7 days prior to docket call, by agreement of counsel, by docket judge and secretary. |

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| CIRCUIT COURT ADDRESS | JUDGE CLERK PHONE # HOURS | TERMS OF COURT AND GENERAL INFORMATION |
|---|---|---|
| Rockbridge Circuit Court<br>Twenty-fifth Judicial Circuit<br>Rockbridge County Courthouse<br>20 South Randolph Street, Suite 101<br>Lexington, VA 24450 | Hon. Anita D. Filson<br>Hon. Malfourd W. Trumbo*<br>Hon. W. Chapman Goodwin<br>Hon. Victor V. Ludwig<br>Hon. Charles L. Ricketts III<br><br>D. Bruce Patterson, Clerk<br>540/463-2232<br>Fax - 540/463-3850<br>8:30AM - 4:30PM<br><br>E-Mail:<br>dBPatterson@courts.state.va.us | Court convenes 9:30 a.m.<br>Terms begin, 1st Monday, Feb., May, & Nov.; 2nd Monday in July; Tuesday following Labor Day in Sept.<br>Grand Juries, 1st day of Term.<br>Criminal cases set on first day of each Term<br>Misdemeanor Appeals Days, 1st Wednesday of each month.<br>Motion Day, 3rd Monday of each month.<br>Divorce/Equity Day: 3rd Wednesday of each month.<br>Civil cases set on Motions Day by praecipe received 10 days in advance or by agreement and set by judge's secretary.<br>Commissioners in Chancery are utilized in limited cases except divorce.<br>Rockbridge Circuit Court's policy is to provide copies of final civil orders to local attorneys by placing the copy in their mailbox in our office and to mail copies to out-ot-town attorneys and pro se litigants within two days of entry. We do not require a self-addressed stamped envelope. |
| Rockingham Circuit Court<br>Twenty-sixth Judicial Circuit<br>80 Court Square<br>Courthouse<br>Harrisonburg, VA 22802 | Hon. Bruce D. Albertson<br>Hon. Thomas J. Wilson IV<br>Hon. Clifford Lynwood Athey Jr.*<br>Hon. Neil Randolph Bryant<br>Hon. Dennis Lee Hupp<br>Hon. Alexander R. Iden<br>Hon. Ronald Lewis Napier<br>Hon. Clark Andrew Ritchie<br><br>Chaz W. Haywood, Clerk<br>540/564-3111<br>Fax - 540/564-3127<br>9:00AM - 5:00PM<br><br>E-Mail:<br>clerkchaz@rockinghamcountyva.gov | Criminal terms begin, 3rd Monday, Jan., Apr., Jul., & Oct.<br>Motion Day, 1st Mon. and 3rd Wed. after 1st Mon. each month<br>Misdemeanor appeals days, 2nd Mon. each month.<br>Grand Juries, 3rd Monday each month.<br>Praecipe must be filed not less than 7 days preceding Motion Day nor more than 30 days.<br>Court convenes 9:00 a.m.<br>Commissioners in Chancery are utilized.<br>Local Rules adopted pursuant to § 8.01-4. |
| Russell Circuit Court<br>Twenty-ninth Judicial Circuit<br>P. O. Box 435<br>53 East Main Street<br>Lebanon, VA 24266 | Hon. Michael Lee Moore<br>Hon. Jack S. Hurley Jr.*<br>Hon. Patrick R. Johnson<br>Hon. Richard C. Patterson<br>Hon. Henry A. Vanover<br><br>Ann Sword McReynolds, Clerk<br>276/889-8023<br>Fax - 276/889-8003<br>8:30AM - 4:30PM | Terms begin, 2nd Monday, Feb., May (see note), Aug., & Nov. **May term date will be Monday, May 2, 2016, due to the 2016 Mandatory Judicial Conference for Circuit Court judges.**<br>Grand Juries, 1st day of Term.<br>All cases set on Term Day.<br>Court convenes 9:00 a.m. |

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For Judge's Home Court, see Virginia Judges 6-1.

| CIRCUIT COURT ADDRESS | JUDGE CLERK PHONE # HOURS | TERMS OF COURT AND GENERAL INFORMATION |
|---|---|---|
| Salem Circuit Court<br>Twenty-third Judicial Circuit<br>2 East Calhoun Street<br>Salem, VA 24153 | Hon. David B. Carson<br>Hon. Charles N. Dorsey*<br>Hon. William D. Broadhurst<br>Hon. J. Christopher Clemens<br>Hon. James R. Swanson<br><br>Chance Crawford, Clerk<br>540/375-3067<br>Fax - 540/375-4039<br>8:30AM - 4:30PM<br><br>E-Mail:<br>CCrawford@courts.state.va.us | Terms begin, 3rd Friday, Feb., May, July, Sept.; 2nd Fri., Dec.<br>Grand Juries, 1st day of Term.<br>Civil cases set by praecipe received by clerk 7 days preceding docket call.<br>Criminal cases set on Term day.<br>Court convenes 8:30 a.m.<br>Commissioners in Chancery are utilized on petition of counsel. |
| Scott Circuit Court<br>Thirtieth Judicial Circuit<br>202 West Jackson Street, Suite 102<br>Gate City, VA 24251 | Hon. John C. Kilgore<br>Hon. Chadwick S. Dotson*<br>Hon. Jeffrey Hamilton<br>Hon. Tammy S. McElyea<br><br>Mark A. (Bo) Taylor, Clerk<br>276/386-3801<br>Fax - 276/386-2430<br>8:30AM - 5:00PM | Terms begin, 1st Monday, Feb., May, Aug., Nov.<br>Grand Juries, 1st day of Term.<br>Criminal cases set on Term Day, cases set by agreement of counsel and consent of court between docket calls.<br>Civil cases set by praecipe filed with court.<br>Court convenes 9:00 a.m. |
| Shenandoah Circuit Court<br>Twenty-sixth Judicial Circuit<br>P. O. Box 406<br>112 South Main Street<br>Woodstock, VA 22664 | Hon. Clifford Lynwood Athey Jr.*<br>Hon. Dennis Lee Hupp<br>Hon. Ronald Lewis Napier<br>Hon. Bruce D. Albertson<br>Hon. Neil Randolph Bryant<br>Hon. Alexander R. Iden<br>Hon. Clark Andrew Ritchie<br>Hon. Thomas J. Wilson IV<br><br>Sarona S. Irvin, Clerk<br>540/459-6150<br>Fax - 540/459-6155<br>9:00AM - 5:00PM | Terms begin, Wednesday after 2nd Monday, Jan., Apr., July, & Oct.<br>Motions Day, Second Thurs. of the month, 8:30 a.m.<br>Grand Juries, 1st day of Term and on additional days as needed.<br>Misdemeanor appeals days, Wed. after 1st Mon., Feb., Apr., June, Aug., Oct., & Dec.<br>Praecipe must be filed 7 days preceding Motion Day.<br>Court convenes 9:00 a.m.<br>Commissioners in Chancery are utilized only in certain cases.<br>Local Rules adopted pursuant to § 8.01-4.<br>Instructions must be submitted prior to trial. |

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| CIRCUIT COURT ADDRESS | JUDGE CLERK PHONE # HOURS | TERMS OF COURT AND GENERAL INFORMATION |
|---|---|---|
| Smyth Circuit Court<br>Twenty-eighth Judicial Circuit<br>109 West Main Street, Suite 1081<br>Marion, VA 24354 | Hon. Deanis L. Simmons<br>Hon. Sage B. Johnson*<br>Hon. C. Randall Lowe<br><br>John H. Graham, Clerk<br>276/782-4044<br>Fax - 276/782-4045<br>9:00AM - 5:00PM | Docket calls will no longer be used. The Court will proceed with the Praecipe System to be called on the opening day of the term as set forth in Rule 1:15 of the Supreme Court of Virginia.<br>Terms begin, 4th Tuesday, March, June, Sept., and 2nd Tuesday in Dec.<br>Grand Juries, 1st day of Term.<br>All cases set on Term Day or through contact with the Judge's office.<br>Court convenes 9:00 a.m.<br>Commissioners in Chancery are only used to review accountings of Special Commissioners.<br>Final orders are sent via email when an email address is known for attorneys. The court recommends that attorneys provide an email address when documents are filed. |
| Southampton Circuit Court<br>Fifth Judicial Circuit<br>P. O. Box 190<br>22350 Main Street<br>Courtland, VA 23837 | Hon. Carl Edward Eason Jr.*<br>Hon. Lawson Wayne Farmer<br>Hon. Robert H. Sandwich Jr.<br><br>Richard L. Francis, Clerk<br>757/653-2200<br>Fax - 757/653-2547<br>8:30AM - 5:00PM<br><br>E-Mail:<br>rfrancis@courts.state.va.us | Terms begin, 3rd Monday, Jan., March, May, July, Sept., & Nov.<br>Motion Day, every Tuesday, 9:00 a.m., in Suffolk<br>Grand Juries, 1st day of Term.<br>Civil cases set by civil court administrator.<br>Court convenes 9:30 a.m.<br>Commissioners in Chancery are utilized for divorce annulments and depositions.<br>Instructions must be submitted 7 days prior to trial.<br>Local rules adopted pursuant to § 8.01-4. |
| Spotsylvania Circuit Court<br>Fifteenth Judicial Circuit<br>P. O. Box 96<br>9107 Judicial Center Lane<br>Spotsylvania, VA 22553-0096<br><br>Combined Chambers Address:<br><br>9107 Judicial Center Lane,<br>Spotsylvania, VA 22553-2627<br>Inclement Weather/Emergency<br>Closing Number:<br>540-507-7498 Enter Mailbox<br>3960# | Hon. Joseph J. Ellis<br>Hon. Ricardo Rigual<br>Hon. J. Overton Harris*<br>Hon. Sarah L. Deneke<br>Hon. Herbert M. Hewitt<br>Hon. Patricia Kelly<br>Hon. Michael E. Levy<br>Hon. R. Michael McKenney<br>Hon. Charles S. Sharp<br>Hon. Gordon F. Willis<br>Hon. Victoria A. B. Willis<br><br>Christalyn M. Jett, Clerk<br>540/507-7600<br>Phone: Judge Rigual (Courtroom 1):<br>540-507-7623<br>Phone: Judge Ellis (Courtroom 2):<br>540-507-7624<br>Fax - 540/582-2169<br>Fax - Judge Rigual (Courtroom 1):<br>540-582-7973<br>Fax - Judge Ellis (Courtroom 2): | Court convenes 9:00 a.m.<br>Criminal Term/Grand Jury, 3rd Monday of each month at 9:00 a.m.<br>Misdemeanor appeals are heard on the 3rd Friday of each month; 4th Friday, if 3rd Friday is a holiday<br>Probation violation trials are heard on the 4th Tuesday of each month<br>Civil Term, 3rd Monday of Jan., April, July, and Oct. at 9:00 a.m. Appearance is required at Term. Mature cases may be set by praecipe. Praecipe must be filed ten (10) business days prior to Term.<br>Notice of criminal motions must be received in the Clerk's office by 3:00 p.m. the day before the hearing.<br>Arraignments are set on Tuesdays.<br>Depositions/affidavits are routinely accepted in uncontested divorce cases. Ore tenus hearings may be set by praecipe on Civil Term day. (Referral to Alternative Dispute Resolution may be required.)<br>Pendente lite motions are heard the 2nd Thursday of each month and are set only through chambers. Pendente lite motions are limited to 30 minutes. Referral to parent education seminars required in all contested custody, visitation or support cases pursuant to § 20-103.<br>Commissioners in chancery are utilized in accordance with § 8.01-607 and Rule 3:23, in appropriate cases.<br>Judicial Settlement Conferences are utilized in civil cases and divorces. Please see the Supreme Court of Virginia's website at: |

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| CIRCUIT COURT ADDRESS | JUDGE CLERK PHONE # HOURS | TERMS OF COURT AND GENERAL INFORMATION |
|---|---|---|
| Spotsylvania Circuit Court - Continued | 540-507-4056<br>8:00AM - 4:30PM | http://www.courts.state.va.us/courts/scv/home.html for all forms and procedures.<br>Motion days are the 1st and 3rd Monday of each month for Courtroom #2 and the 2nd and 4th Monday of each month for Courtroom #1 at 9:00 a.m. Original motions should be filed with the Clerk's office seven (7) days in advance of hearing; courtesy copies of notice and motion should be faxed to chambers. Time estimates should be shown on all notices. Motions exceeding 30 minutes must be scheduled through chambers.<br>If any term/motion day is a holiday, pursuant to § 2.2-3300, term/motion day will be held the following day. |
| Stafford Circuit Court<br>Fifteenth Judicial Circuit<br>P. O. Box 69<br>1300 Courthouse Road<br>Stafford, VA 22555<br>Judge Levy (Courtroom One)<br>Phone: 540/658-4840, option 1<br>Fax: 540/658-4625<br>Judge Sharp (Courtroom Two)<br>Phone: 540/658-4840, option 2<br>Fax: 540/658-4625<br>Judge Willis (Courtroom Three) Phone: 540/658-4840, option 3 Fax: 540/658-4625<br>Combined Chambers Address:<br>P.O. Box 895, Stafford, VA 22555-0895<br>No financial payments are taken after 4:30 p.m. | Hon. Michael E. Levy<br>Hon. Charles S. Sharp<br>Hon. Victoria A. B. Willis<br>Hon. J. Overton Harris*<br>Hon. Sarah L. Deneke<br>Hon. Joseph J. Ellis<br>Hon. Herbert M. Hewitt<br>Hon. Patricia Kelly<br>Hon. R. Michael McKenney<br>Hon. Ricardo Rigual<br>Hon. Gordon F. Willis<br><br>Kathy M. Sterne, Clerk<br>540/658-8750<br>Fax - 540/658-4653<br>8:00AM - 4:30PM<br>Open to the public: 8:00AM - 4:00PM | Court convenes at 9:00 a.m; jury trials convene at 10:00 a.m.<br>Criminal Term/Grand Jury, First Monday of each month at 9:00 a.m.<br>Civil Term, First Monday of Jan., April, July and Oct. at 11:00 a.m. Mature cases set by praecipe only. Appearance required for Term Day.<br>Motion Days, 1st and 3rd Mondays, Criminal motions at 9:00 a.m., civil motions at 11:00 a.m. Originals of Motions should be filed with the Clerk seven days in advance; advance courtesy copies of motions should be faxed to chambers. If necessary, alternative motion dates may be obtained through chambers. Motions over 20 minutes must be scheduled through chambers.<br>If any Monday is a State holiday, pursuant to § 2.2-3300, Term/Motions will be held the following day.<br>Commissioners in Chancery utilized in accordance with § 8.01-607 et seq. and Rule 3.23.<br>Depositions are routinely accepted in uncontested divorce cases. Ore tenus hearings may be set by praecipe on Civil Term Day. Appearance required.<br>Judicial Settlement Conferences are utilized in civil cases & divorces.<br>Hearing dates for motions to suppress must be coordinated through chambers.<br>Notices for hearings must contain time estimates for argument.<br>Stafford Circuit court mails (regular mail) Certified copies back as soon as possible to the parties of the case. Return envelopes moves them a little faster and we have a pick-up box here in the office for attorneys who are here daily. |

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| CIRCUIT COURT ADDRESS | JUDGE CLERK PHONE # HOURS | TERMS OF COURT AND GENERAL INFORMATION |
|---|---|---|
| Staunton Circuit Court<br>Twenty-fifth Judicial Circuit<br>113 East Beverley Street<br>2nd Floor<br>Staunton, VA 24401<br><br>Clerk's Office - Third Floor | Hon. Charles L. Ricketts III<br>Hon. Malfourd W. Trumbo*<br>Hon. Anita D. Filson<br>Hon. W. Chapman Goodwin<br>Hon. Victor V. Ludwig<br><br>Thomas E. Roberts, Clerk<br>540/332-3874<br>Judges' Chambers: 540/332-3870<br>Fax - 540/332-3970<br>Fax - Judges' Chambers Fax:<br>540/332-3873<br>8:30AM - 5:00PM | Terms begin, 3rd Monday, Jan., April, July, & Oct.<br>Motion Day, 2nd Tuesday, monthly, 9:00 a.m.<br>Grand Juries, 1st day of Term.<br>Civil cases set by praecipe submitted not more than 28, or less than 7 days preceding Motion Day. Cases set by agreement of counsel and consent of court between Motion Days.<br>Commissioners in Chancery are utilized in some matters. |
| Suffolk Circuit Court<br>Fifth Judicial Circuit<br>P. O. Box 1604<br>Mills E. Godwin, Jr. Courts Bldg.<br>150 North Main Street<br>Suffolk, VA 23439-1604<br>http://www.suffolkva.us/citygovt/co/clrk.html | Hon. Carl Edward Eason Jr.*<br>Hon. Lawson Wayne Farmer<br>Hon. Robert H. Sandwich Jr.<br><br>W. R. Carter Jr., Clerk<br>757/514-7800<br>Fax - 757/514-7103<br>8:30AM - 5:00PM<br>Registers close at 4:30 p.m.<br>No monetary transactions handled after 4:30 p.m.<br>Passport & Marriage License Applications<br>accepted 8:30AM - 3:30PM.<br><br>E-Mail:<br>WRCarter@courts.state.va.us | Terms begin, 4th Monday, Jan., March, May, July, Sept. & Nov.<br>Motion Day, every Tuesday, 9:00 a.m.<br>Grand Juries, 1st day of Term and 4th Wed in Feb., April, June, Aug., & Oct.; 2nd Wed. in Dec.<br>Civil cases set by civil court administrator.<br>Court convenes 9:30 a.m.<br>Commissions in Chancery are utilized in divorce, annulments, and depositions.<br>Instructions must be submitted prior to trial.<br>Local rules adopted pursuant to § 8.01-4.<br><br>Freedom of Information Act ¿ Important Information In accordance with Virginia Code §s 2.2-3704.1 and 2.2-3704.2, the following information is provided: Suffolk Circuit Court Clerks¿ Office FOIA Officer: W. Randolph Carter, Clerk. Telephone contact (757) 514-7800 All requests for documents should be requested through the Freedom of Information Act Office (FOIA) at: http://www.suffolkva.us/foia/ or via email at: foia@suffolkva.us Note: Please review entire Chapter 37 of Title 2.2 of the Code of Virginia for exclusions related to records maintained by the Clerk of Circuit Court. |
| Surry Circuit Court<br>Sixth Judicial Circuit<br>28 Colonial Trail, East<br>Surry, VA 23883 | Hon. W. Allan Sharrett*<br><br>Gail P. Clayton, Clerk<br>757/294-3161<br>Fax - 757/294-0471<br>9:00AM - 5:00PM<br><br>E-Mail:<br>gclayton@courts.state.va.us | Terms begin, 4th Tuesday, Jan., March, May, July, Sept., & Nov.<br>Grand Juries, 1st day of Term.<br>Cases set on Term Day.<br>Civil cases set by praecipe submitted through Wednesday preceding docket call.<br>Court convenes 9:00 a.m.<br>Commissioners in Chancery are utilized to take evidence in partition suits; injunctions; interrogatories.<br>Instructions must be submitted 7 days prior to trial.<br>Local rules adopted pursuant to § 8.01-4. |

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| CIRCUIT COURT ADDRESS | JUDGE CLERK PHONE # HOURS | TERMS OF COURT AND GENERAL INFORMATION |
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| Sussex Circuit Court<br>Sixth Judicial Circuit<br>P. O. Box 1337<br>15088 Courthouse Road<br>Route 735<br>Sussex, VA 23884 | Hon. W. Allan Sharrett*<br><br>Gary M. Williams, Clerk<br>434/246-1012<br>434/246-5511 Ext. 1012<br>Fax - 434/246-2203<br>9:00AM - 5:00PM | Terms begin, 2nd Tuesday, Jan., Mar., July, Sept., & Nov.<br>The May term is usually scheduled to begin at an alternate date, due to a mandated judicial conference the 2nd week in May.<br>Civil cases set by praecipe submitted through Wednesday preceding docket call. An attorney must appear at docket call, unless arrangements have been made through the court administrator, Ms. Sallie Neblett at 804-733-2623.<br>Grand Juries, 1st day of Term.<br>All Cases set on Term Day.<br>Court convenes 9:00 a.m. (except first day of term which is 10:00 a.m.)<br>Commissioners are utilized in partition matters, interrogatories and drawing of juries.<br>Instructions must be submitted 5 days prior to trial.<br>Local Rules adopted pursuant to § 8.01-4.<br>The Sussex Circuit Court will forward final orders by regular mail, or by hand on the day of entry, certified copies of the final order to counsel or pro se parties once we receive the judge's signature. There is not a significant time lapse once the order has been entered, unless there is an untimely delay in receiving it by mail. |
| Tazewell Circuit Court<br>Twenty-ninth Judicial Circuit<br>101 East Main Street, Suite 202<br>Tazewell, VA 24651 | Hon. Jack S. Hurley Jr.*<br>Hon. Patrick R. Johnson<br>Hon. Michael Lee Moore<br>Hon. Richard C. Patterson<br>Hon. Henry A. Vanover<br><br>Tammy B. Allison, Clerk<br>276/385-1222<br>Fax - 276/988-7501<br>8:00AM - 4:30PM<br><br>E-Mail:<br>tallison@courts.state.va.us | Terms begin, 2nd Tuesday, Jan., Mar., May, July, Sept., & Nov.<br>Grand Juries, 1st day of Term.<br>Court convenes 9:00 a.m. unless presiding Judge shall designate some other hour.<br>Commissioners in Chancery utilized in land title cases only.<br>Misdemeanor appeal day begins the day following Term Day.<br>Normal procedure dictates that Final Orders are certified and mailed to the attorney(s) of record, or mailed to the individual(s), if pro se. For local attorneys, we utilize the "mailbox" in our office, and certified Final Orders are placed in the designed slots for pick up. In criminal, one copy each Order is distributed to the Commonwealth and to the attorney of record; in civil, two copies are provided to the attorney(s) (one for the attorney file, one for their client), or one copy to the individual, if pro se. |
| Virginia Beach Circuit Court<br>Second Judicial Circuit<br>2425 Nimmo Parkway<br>Building 10, 3rd Floor<br>Virginia Beach, VA 23456-9017 | Hon. William R. O'Brien*<br>Hon. Glenn R. Croshaw<br>Hon. Steven C. Frucci<br>Hon. W. Revell Lewis III<br>Hon. Leslie L. Lilley<br>Hon. Stephen C. Mahan<br>Hon. H. Thomas Padrick Jr.<br>Hon. A. Bonwill Shockley<br>Hon. James Clayton Lewis<br><br>Tina E. Sinnen, Clerk | Court convenes: 9:30 a.m.<br>Arraignments: Mon. - Fri., 9:30 a.m.<br>Term Begins: 1st Mon. of each month. If Term Day is a holiday, then it will be the next day.<br>Grand Juries: 1st & 3rd Mon., each month. If it is a holiday, then it will be the next day.<br>Criminal Term Day: Cases set with Commonwealth Attorney with defense counsel.<br>Civil Term Day: Cases are set through docket call or by agreement outside of docket all. Trial date for civil appeal cases from the J&DR District Court set by Clerk's Office. Divorce cases heard by |

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| Virginia Beach Circuit Court - Continu | 757/385-4181<br>757/385-4182 - Assumed Business Names<br>757/385-4186, 757/385-4188 - Civil Division<br>757/385-4187 - Criminal Division<br>757/385-4819- Financing Statements/UCC<br>757/385-8822, 757/385-4182 - Hunting & Fishing Lic<br>757/385-4819 - Judgment Records<br>757/385-8821 - Land Records<br>757/385-8827 - Marriage License Recorded Info Line<br>757/385-8822, 757/385-8926 - Marriage License Div<br>757/385-4819- Military Discharge (DD-214)<br>757/385-8831 - Probate/Wills Division<br>8:30AM - 4:00PM<br><br>E-Mail:<br>TSinnen@courts.state.va.us | Commissioners and Court.<br>Divorce and civil case procedure manuals available online.<br>Motions Day: Fri., 9:30 a.m. Daily duty judge docket.<br>Commissioners in chancery are utilized for certain matters.<br>Additional information can be found online at www.vbgov.com/courts.<br>In the Virginia Beach Circuit Court Clerk's Office, copy fees are $0.50 per sheet of paper and $2.00 per certification of order. A self addressed stamped envelope is required for return of requested document. One complimentary certified copy of a final divorce decree is provided to the complainant or their counsel. |
| Warren Circuit Court<br>Twenty-sixth Judicial Circuit<br>1 East Main Street<br>Front Royal, VA 22630 | Hon. Clifford Lynwood Athey Jr.*<br>Hon. Dennis Lee Hupp<br>Hon. Ronald Lewis Napier<br>Hon. Bruce D. Albertson<br>Hon. Neil Randolph Bryant<br>Hon. Alexander R. Iden<br>Hon. Clark Andrew Ritchie<br>Hon. Thomas J. Wilson IV<br><br>Daryl L. Funk, Clerk<br>540/635-2435<br>Fax - 540/636-3274<br>9:00AM - 5:00PM | Terms begin, 1st Monday, Jan., Apr., July, & Oct.<br>Civil Motion Day, 3rd Thursday of each month.<br>Misdemeanor appeals days, 2nd Friday of each month.<br>Grand Juries, 1st day of Term and other days as needed.<br>Praecipe must be filed 7 days preceding Motion Day.<br>Court convenes 9:00 a.m.<br>Commissioners in Chancery are utilized only in certain cases.<br>Pretrial conference required in most civil cases.<br>Local Rules adopted pursuant to § 8.01-4. |

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| Washington Circuit Court<br>Twenty-eighth Judicial Circuit<br>Courthouse<br>189 East Main Street<br>Abingdon, VA 24210 | Hon. C. Randall Lowe<br>Hon. Sage B. Johnson*<br>Hon. Deanis L. Simmons<br><br>Tricia S. Moore, Clerk<br>276/676-6224<br>276/676-6226<br>Fax - 276/676-6218<br>8:00AM - 5:00PM | Docket calls will no longer be used. The Court will proceed with the Praecipe System to be called on the opening day of the term as set forth in Rule 1:15 of the Supreme Court of Virginia.<br>Terms begin, 4th Tuesday, Jan., Apr., July, & Oct.<br>Grand Juries, 1st day of Term.<br>All cases set on Term Day or through contact with the Judge's office.<br>Court convenes 9:00 a.m.<br>Commissioners in Chancery are used only to review accountings of Special Commissioners. |
| Waynesboro Circuit Court<br>Twenty-fifth Judicial Circuit<br>250 South Wayne Avenue, Suite 202<br>P. O. Box 910<br>Waynesboro, VA 22980<br>Mailing address: P.O. Box 910, Waynesboro, VA 22980-0910 | Hon. Charles L. Ricketts III<br>Hon. Malfourd W. Trumbo*<br>Hon. Anita D. Filson<br>Hon. W. Chapman Goodwin<br>Hon. Victor V. Ludwig<br><br>Nicole A. Briggs, Clerk<br>540/942-6616<br>Fax - 540/942-6774<br>8:30AM - 5:00PM<br><br>E-Mail:<br>briggsna@ci.waynesboro.va.us | Terms begin, 2nd Monday, Jan., March, May, Sept., & Nov.<br>Motion Day, 1st Wednesday each month, 9:00 a.m.<br>Grand Juries, 1st day of Term and 2nd Monday in July.<br>Criminal cases set on Term Day.<br>Civil cases set by praecipe submitted by noon 7 days prior to Motion Day.<br>Misdemeanor cases heard on 3rd Wednesday in each Term and in July.<br>Court convenes 9:00 a.m.<br>Commissioners in Chancery are utilized in general civil causes; usually not divorce. |
| Westmoreland Circuit Court<br>Fifteenth Judicial Circuit<br>175 Polk Street<br>P. O. Box 307<br>Courthouse<br>Montross, VA 22520-0307 | Hon. J. Overton Harris*<br>Hon. Sarah L. Deneke<br>Hon. Joseph J. Ellis<br>Hon. Herbert M. Hewitt<br>Hon. Patricia Kelly<br>Hon. Michael E. Levy<br>Hon. R. Michael McKenney<br>Hon. Ricardo Rigual<br>Hon. Charles S. Sharp<br>Hon. Gordon F. Willis<br>Hon. Victoria A. B. Willis<br><br>Gwynne J. Chatham, Clerk<br>804/493-0108<br>Fax - 804/493-0393<br>9:00AM - 5:00PM | All court convenes at 9:00 criminal and civil.<br>Criminal cases are set by agreement with Commonwealth's Attorney at preliminary hearing, on Term Day, or by agreement of counsel and the Court.<br>Terms are the 4th Friday of January, April, July and October.<br>In civil jury trials, instructions must be submitted to the Court and opposing counsel 5 days prior to trial.<br>Civil cases are set by the Clerk's Office.<br>Commissioners in Chancery are utilized in general chancery causes and divorces. |

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| Williamsburg/James City County<br>Circuit Court<br>Ninth Judicial Circuit<br>5201 Monticello Avenue<br>Suite Six<br>Williamsburg, VA 23188-8218<br>Judge's address: 5201<br>Monticello Avenue, Suite One,<br>Williamsburg, VA 23188-8218 | Hon. Michael E. McGinty*<br>Hon. B. Elliott Bondurant<br>Hon. Richard H. Rizk<br>Hon. Jeffrey W. Shaw<br><br>Mona A. Foley, Clerk<br>757/564-2242<br>Criminal Supervisor: 757-564-2350<br>Fines/Costs/Restitution:<br>757-564-2351<br>Concealed Handgun Permits:<br>757-564-2353<br>Jury Administrator: 757-564-2353<br>Marriage license, Judgments:<br>757-564-2360<br>Name changes, Expungements:<br>757-564-2360<br>Divorces/adoptions: 757-564-2354<br>Law suits/ministers: 757-564-2352<br>Recording Department: 757-564-2355<br>8:30AM - 4:00PM<br>Recordation cut off time: 4:00PM | Terms begin, 3rd Wednesday, Jan., March, May, July, Sept., & Nov.<br>Grand Juries, 1st day of Term.<br>Civil trials are set by praecipe submitted seven days preceding Term Day. Setting of trials without appearance at docket call will be at the Judge's discretion. (Judge's administrator handles all scheduling of civil cases.)<br>Grand Juries at 9:00 a.m.<br>Criminal docket calls at 9:00 a.m.<br>Civil docket calls at 11:00 a.m.<br>Instructions must be submitted prior to trial.<br>Local rules adopted pursuant to § 8.01-4.<br>Should term day fall on a legal holiday as set forth in § 2.2-3300, Code of Virginia (1950), as amended, the term day will be rescheduled.<br>Recordation cutoff time is 3:30 p.m.<br>Faxes from attorneys and litigants will NOT be accepted for any civil cases.<br>The criminal division emails the final court orders to the attorneys upon request. We also have quite a few attorneys that use the OCRA system to obtain their own copies. We strongly encourage attorneys to provide a self-addressed, stamped envelope for return of their certified orders.<br>Term day for the month of May, 2017, is set on Friday, May 19, 2017. |
| Winchester Circuit Court<br>Twenty-sixth Judicial Circuit<br>The Judicial Center<br>5 North Kent Street<br>Winchester, VA 22601 | Hon. Clifford Lynwood Athey Jr.*<br>Hon. Neil Randolph Bryant<br>Hon. Alexander R. Iden<br>Hon. Bruce D. Albertson<br>Hon. Dennis Lee Hupp<br>Hon. Ronald Lewis Napier<br>Hon. Clark Andrew Ritchie<br>Hon. Thomas J. Wilson IV<br><br>Terry H. Whittle, Clerk<br>540/667-5770<br>Fax - 540/667-6638<br>9:00AM - 5:00PM<br><br>E-Mail:<br>twhittle@courts.state.va.us | Terms begin, the 3rd Tuesday, Apr., July & Oct. January term begins the 2nd Tuesday.<br>Civil Motions are set by the Court.<br>Civil motions day is usually the 3rd Thursday of each month beginning at 8:00 a.m.<br>Misdemeanor appeals set by the Court. See court website for 2014 Misdemeanor Appeals Days.<br>Grand Jury meets on the 3rd Tuesday of each month except for these months and dates: Jan. 14, May 27, & Sept. 23.<br>Praecipe must be filed not less than 7 days preceding Motion Day.<br>Court convenes 9:00 a.m.<br>Local Rules adopted pursuant to § 8.01-4.<br>Please check our website for court calendar and updates or changes to the calendar.<br>Website: www.winfredclerk.com<br>All orders are mailed to counsel or the litigants. In our jurisdiction, we do have mail boxes in our office for many local counsel. If local counsel have a mail box in the Clerk's Office, then the final order is placed in their respective mail boxes. |

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| Wise/Norton Circuit Court<br>Thirtieth Judicial Circuit<br>P. O. Box 1248<br>206 East Main Street<br>Wise, VA 24293-1248<br><br>homepage: www.courtbar.org | Hon. Tammy S. McElyea<br>Hon. Chadwick S. Dotson*<br>Hon. Jeffrey Hamilton<br>Hon. John C. Kilgore<br><br>J. Jack Kennedy Jr., Clerk<br>276/328-6111<br>Fax - No faxes accepted (only PDF)<br>8:30AM - 4:30PM<br><br>E-Mail:<br>jack@jackkennedy.net | Terms begin, 1st Tues. after 3rd Mon. in Jan.; 3rd Monday, Apr., July, Oct.<br>Grand Juries, 1st day of Term, recalled once during the term.<br>Civil cases set by praecipe; criminal cases set in conference two weeks prior to beginning of Term.<br>Court convenes 9:00 a.m.<br>Commissioners in Chancery are utilized in general chancery causes, except divorce.<br>Local rules adopted pursuant to § 8.01-4. |
| Wythe Circuit Court<br>Twenty-seventh Judicial Circuit<br>Circuit Court Building<br>225 S. Fourth Street<br>Room 105<br>Wytheville, VA 24382 | Hon. Josiah T. Showalter Jr.*<br>Hon. Bradley W. Finch<br>Hon. Brett L. Geisler<br>Hon. H. Lee Harrell<br>Hon. Marcus H. Long Jr.<br>Hon. Robert M. D. Turk<br><br>Hayden H. Horney, Clerk<br>276/223-6050<br>Fax - 276/223-6057<br>8:30AM - 5:00PM<br><br>E-Mail:<br>HHorney@courts.state.va.us | Terms begin 3rd Monday, Jan., April, July & Oct.<br>Grand Juries 1st day of Term.<br>Civil cases set on 1st Tues., Jan., April, July & Oct. or by contacting Judge's legal assistant (276) 223-6113.<br>Criminal cases pre-set with Commonwealth's Attorney's Office.<br>Court convenes 9:30 a.m.<br>Commissioners in Chancery are utilized in some cases.<br>Misdemeanor appeals day, 4th Wed. at 9:00 a.m. of each month. |
| York County/Poquoson Circuit Court<br>Ninth Judicial Circuit<br>P. O. Box 371<br>300 Ballard Street<br>Yorktown, VA 23690-0371<br>Recordation cutoff time is<br>3:45 p.m. | Hon. Michael E. McGinty*<br>Hon. B. Elliott Bondurant<br>Hon. Richard H. Rizk<br>Hon. Jeffrey W. Shaw<br><br>Kristen N Nelson, Clerk<br>757/890-3350<br>Fax - 757/890-3364<br>8:00AM - 4:00PM | Terms begin, 3rd Tuesday, Jan., March, July, Sept., & Nov. May Term is May 23, 2017.<br>Grand Juries, 1st day of Term.<br>Grand Juries will meet at 9:00 a.m.<br>Criminal trials set on Term Day.<br>Civil trials set by telephone conference with Judicial Assistant 757/890-3367 after praecipe is filed.<br>Equitable distribution cases heard ore tenus.<br>Criminal docket calls will be held at 9:00 a.m.<br>Commissioners in Chancery are not utilized.<br>Should a term day fall on a legal holiday as set forth in § 2.1-21, Code of Virginia (1950), as amended, the term day will be on the following Tuesday. |

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