

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

In Re the matter of:

CASE NO.

CALENDAR NOTE: (NTC)

**GUARDIANSHIP/PROBATE - COMMISSIONER
CALENDARS**

Unless otherwise provided by applicable rule or statute, this form and the motion must be filed with the Clerk not less than five (5) court days preceding the date requested.

NOTICE See page 2 to determine where to note various matters.

A. GUARDIANSHIP/PROBATE CALENDAR

Monday, Tuesday and Friday at 1:00 p.m. Courtroom 1E

- See page 3 for additional information and requirements

Date requested: _____

(mm/dd/yyyy) (3000 Rockefeller Ave.1E)

Nature of hearing: _____

CONFIRMATION REQUIRED

www.snohomishcountywa.gov/Confirmations

B. MINOR GUARDIANSHIP CALENDAR

Monday at 10:30 a.m. Courtroom 1B

(3000 Rockefeller Ave. -Main Courthouse)

Date requested: _____

(mm/dd/yyyy) (Rockefeller Ave. 1B)

Nature of hearing: _____

Wednesday at 1:00 p.m. DJJC3

(2801 10th St. - Denney Juvenile Justice Center)

Date requested: _____

(mm/dd/yyyy) (2801 10th St – DJJC3)

Nature of hearing: _____

Thursday at 9:00 a.m. Courtroom 1E

(3000 Rockefeller Ave. -Main Courthouse)

Date requested: _____

(mm/dd/yyyy) (Rockefeller Ave. 1B)

Nature of hearing: _____

- Interpreters are arranged through Court Administration. Please call 425-388-3421.
- See page 3 for additional information and requirements

Language needed: _____

CONFIRMATION REQUIRED

www.snohomishcountywa.gov/Confirmations

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

Motions for reconsideration are without oral argument. Motions for presentation of orders from a previous ruling are typically heard without oral argument.

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

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

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

WHERE TO NOTE VARIOUS MATTERS:

SEE THE COURT'S MOST RECENT EMERGENCY ORDERS AT <https://www.snohomishcountywa.gov/5643> for information regarding current procedures. For the most current information regarding where to calendar various matters, See Administrative Order 11-22 which can be found here: [Administrative Orders | Snohomish County, WA - Official Website \(snohomishcountywa.gov\)](#).

GUARDIANSHIP/PROBATE CALENDARS: All non-TEDRA probate motions will be heard on this calendar. All hearings related to adult guardianship cases will be heard on this calendar. For cases under RCW 11.130, Article 2, use the Minor Guardianship Calendar.

MINOR GUARDIANSHIP CALENDAR: Only cases filed under RCW 11.130, Article 2 will be heard on this calendar. Most motions relating to Minor Guardianships filed under RCW 11.130 will be heard on the Minor Guardianship calendar including: Hearings on Petitions for Minor Guardianship or Standby Guardianship; Petitions for Appointment of an Emergency Guardian (unless the request is done without notice); Motion for Order of Child Support; Motion for Orders for Restraint or Protection; and the mandatory 60 day review hearing required under SCLCR 98.16. Proposed orders shall be provided to the Court at the time working coes are submitted and in compliance with court rules.

SPECIAL SET/EXTENDED MOTIONS BEFORE A COMMISSIONER: Special Set/Extended motions are set by the Commissioner only, not by a party or by counsel. Matters may be heard remotely. See below for instructions on how to appear remotely through Zoom. Proposed orders shall be provided to the Court at the time working copies are submitted and in compliance with court rules.

CONFIRMATION NOTES: Except for matters set on the Pro Se Dissolution calendar, all matters set on the Judge's Civil Motion Calendar, Presiding Judge's Motion Calendar or Court Commissioner Calendars must be confirmed prior to the hearing. Motions for Summary Judgment set on the Judge's Civil Motions calendar must be confirmed no later than 12:00 noon three (3) court days prior to the hearing; all other motions set on the above calendars must be confirmed no later than 12:00 noon two (2) court days prior to the hearing. During the confirmation window, confirmations are accepted for a 24 hour period beginning at 12:01 p.m. When determining your confirmation deadline, do not count weekends or court holidays. Confirmations can be made online at www.snohomishcountywa.gov/Confirmations. Online confirmations are highly preferred as the confirmation coordinator can respond more efficiently when there are questions or concerns. If you are unable to access the online confirmations webpage, you may call and leave a message with your name, case name, case number, hearing date and time, name of motion and calendar name at 425-388-3587. The Coordinator will not confirm receipt of your phone message and may not be able to answer questions by phone.

All matters specially set on a Judge's personal calendar must be set/confirmed/continued/stricken through the Judge's law clerk. Adoptions, reasonableness hearings and minor settlements are specially set on the Judge's Civil Motions calendar each Monday and are confirmed through the Civil Motions Judge's law clerk. Judge's law clerk contact information is available online at <https://www.snohomishcountywa.gov/1345/Judicial-Officers>

REMOTE APPEARANCES: If you have been notified that your hearing is occurring remotely, connect to the Zoom meeting **15 minutes prior to the start time of the hearing**. Once connected, you will be placed in a waiting room until the court admits you into the meeting room for your hearing. Failure to appear may be grounds to strike the hearing or proceed without the participation of any missing party.

Pursuant to CR 16, SCLAR 0.02(e)(4), and Administrative Order 37-20, the recording of any courtroom proceeding, without the express permission of the judicial officer, is strictly prohibited.

To connect to your Zoom hearing via telephone, dial 253-215-8782 or find a more local number on Zoom's website at <https://zoom.us/>. **If you wish to block your phone number from view in the zoom meeting dial *67 followed by the phone number above.** Follow the prompts by entering the information contained in the table below for the appropriate

calendar for your hearing. Make sure to confirm the location of your hearing using the following link before selecting a Zoom meeting from below: [Commissioner Daily Calendars | Snohomish County, WA - Official Website \(snohomishcountywa.gov\)](https://www.snohomishcountywa.gov/1345/Judicial-Officers)

Calendar	Meeting ID	Participant ID	Password
Commissioner Courtroom 1B	569 104 5009	None, press # only	772071
Commissioner Courtroom 1C	307 878 5917	None, press # only	821291
Commissioner Courtroom 1D	753 915 9763	None, press # only	308792
Commissioner Courtroom 1E	221 411 0318	None, press # only	559533
Commissioner Courtroom DJJC3	643 690 6771	None, press # only	995624

Questions about telephonic appearances should be directed to the following:

Confirmations: SSC-HearingConfirmations@snoco.org

Court Administration: SuperiorCourtAdmin@snoco.org

Judge’s law clerk contact information is available online at <https://www.snohomishcountywa.gov/1345/Judicial-Officers>

All Guardianship Probate *but only* Monday and Thursday Minor Guardianship Calendars are heard at:

Snohomish County Superior Court
3000 Rockefeller Ave
Everett, WA 98201

Only Wednesday Minor Guardianship Calendars are heard at:

Denney Juvenile Justice Center
2801 10th St
Everett, WA 98201

NOTED BY:	Pro Se:	<input type="checkbox"/> Petitioner	<input type="checkbox"/> Respondent
	Attorney for:	<input type="checkbox"/> Plaintiff/Petitioner	<input type="checkbox"/> Defendant/Respondent
Signature:	_____		
Printed Name:	_____		
WSBA#: (If applicable)	_____		
Address:	_____		
Phone Number:	_____		
Email Address:	_____		

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

Name: _____ WSBA#: _____
Address: _____ Phone # _____ Ext. _____

Attorney for: (CHECK ONE)
 Petitioner/Plaintiff Respondent/Defendant
 Pro Se

Name: _____ WSBA#: _____
Address: _____ Phone # _____ Ext. _____

Attorney for: (CHECK ONE)
 Petitioner/Plaintiff Respondent/Defendant
 Pro Se

Name: _____ WSBA#: _____
Address: _____ Phone # _____ Ext. _____

Attorney for: (CHECK ONE)
 Petitioner/Plaintiff Respondent/Defendant
 Pro Se

Name: _____ WSBA#: _____
Address: _____ Phone # _____ Ext. _____

Attorney for: (CHECK ONE)
 Petitioner/Plaintiff Respondent/Defendant
 Pro Se

List all documents mailed: _____

Declaration of Service:

I declare under penalty of perjury under the laws of the State of Washington that I am over the age of 18, and that I mailed a copy of this document and all the documents listed above to the parties listed above on the following date:
_____ (date mailed).

Signed at _____ (city) _____ (state) on _____ (date).

Signature

Print Name

I am the opposing party and have been provided notice of the hearing date: _____
 Petitioner/Plaintiff Respondent/Defendant (Opposing Party's Signature)