

NOTICE

REQUESTING EMERGENCY OR PENDENTE LITE HEARINGS

1. YOUR REQUEST MUST IDENTIFY THE LEGAL BASIS FOR REQUESTING EMERGENCY OR PENDENTE LITE RELIEF.
2. YOUR REQUEST MUST BE SUPPORTED BY AFFIDAVIT SETTING FORTH YOUR PERSONAL KNOWLEDGE AND THE SPECIFIC FACTS DEMONSTRATING THE REASON YOU BELIEVE AN IMMEDIATE EMERGENCY OR PENDENTE LITE HEARING IS NECESSARY.
3. PLEASE BE ADVISED THAT THE COURT WILL NOT RULE ON YOUR REQUEST UNTIL/UNLESS THE RESPONDENT HAS BEEN SERVED AND PROOF OF SAID SERVICE HAS BEEN FILED WITH THE COURT AND THE RESPONDENT HAS BEEN PROVIDED AN OPPORTUNITY TO RESPOND TO YOUR REQUEST.
 - a. IF YOUR REQUEST FOR AN EMERGENCY HEARING IS FILED WITH YOUR INITIAL COMPLAINT YOUR REQUEST IS SUBJECT TO THE RULES OF SERVICE REGARDING THE FILING OF A COMPLAINT AND THE RESPONDENT HAS **30 DAYS** TO RESPOND ONCE SERVED UNLESS A MOTION TO SHORTEN TIME ACCOMPANIES YOUR INITIAL COMPLAINT AND ACCOMPANYING REQUEST FOR EMERGENCY HEARING.
 - b. IF YOUR REQUEST FOR AN EMERGENCY HEARING IS FILED SEPARATE AND SUBSEQUENT TO THE FILING OF AN INITIAL COMPLAINT, AND SERVICE AND A RESPONSE TO THE INITIAL COMPLAINT ARE EVIDENCED WITHIN THE COURT FILE, YOUR REQUEST WILL BE TREATED AS A **MOTION**. PLEASE BE ADVISED THAT A MOTION REQUIRES A CERTIFICATE OF SERVICE AND THE OPPOSING PARTY WILL HAVE **15 DAYS** TO RESPOND UNLESS A MOTION TO SHORTEN TIME ACCOMPANIES YOUR REQUEST FOR EMERGENCY HEARING.
 - c. YOUR REQUEST MUST BE LEGIBLE.