

FORM 3:2(A)

VIRGINIA:

IN THE CIRCUIT COURT OF FAUQUIER COUNTY

v. (Short style of case)

Civil Case No. _____

PRAECIPE

The Clerk is requested to place the above-styled cause on the docket for the Motions Day of this Court to be held on:

Date: _____ (Tuesday)

Time (Check One):

_____ 9:00 a.m. (Civil, Non-Domestic)

_____ 1:30 p.m. (Domestic Relations)

Counsel's estimate of time required for this hearing:

_____ minutes.

for the following purpose(s) checked below:

- 1. Entry of Order, Judgment or Decree.
2. Argument of pleadings (specify):
3. Hearing on Motion (specify):
4. Pretrial Conference
5. Set for trial on preliminary issues of fact.
6. Other (specify)
7. Set for trial on the merits, for which purpose I certify that the above-styled cause is matured for trial on its merits to be set for trial with () or without () jury.
Time estimate for trial: _____ hours/days

Dated this _____ day of _____, 20_____.

Counsel: _____

Address:

Telephone No.: _____

Certificate of Service

I CERTIFY THAT I HAVE MADE A GOOD FAITH EFFORT TO RESOLVE THIS MATTER WITH COUNSEL OF RECORD FOR THE OPPOSING PARTY PRIOR TO THE FILING OF THIS MOTION ON THE COURT'S DOCKET.

I further certify that on the ____ day of _____, 20____, I mailed or delivered a true copy of the foregoing praecipe to all counsel of record and parties unrepresented by counsel and not in default, the names and addresses of such counsel or parties being (Include names and addresses of counsel or parties in space below.):

Signature of Counsel
Submitting Praecipe: _____
Name of Party for: Complainant/Respondent/_____

Name of Counsel: _____

Praecipe Revised 3/2007
Effective 10/1/2003

GENERAL INFORMATION

MOTIONS DAY: 1st & 3rd Tuesday of each month at 9:00 a.m.

DOMESTIC RELATIONS DAY: 1st & 3rd Tuesday of each month at 1:30 p.m.

(NOTE: Praecipes must be filed in the Clerk's Office no later than 12:00 Noon eight (8) days prior to Motions Day or Domestic Relations Day.)