

**ADMINISTRATIVE ORDER 2024-05**

**RE: Matters Allowed for Judicial Review**

The following motions shall be decided by Judicial Review. If, however upon review, the Court requires further information or declines to grant the motion, the matter will be placed on the motion calendar before a Judicial Officer.

Judges assigned to the civil calendar may implement practices and procedures unique to their assignment. Attorneys should confirm such practices with the judge assigned to the calendar.

**Judicial Review:**

- Motion for Alternate Service with a signed and notarized affidavit from the Sheriff or Constable.
- Motion for Summary Judgment when no objection has been filed.
- Motion for Entry of Judgment signed and notarized by Attorneys for Plaintiff and Defendant.
- Motion to Seal an Eviction case when no objection has been filed.
- Motion to Change Venue.
- Motion for Entry of Judgment on the Pleadings when no objection has been filed.

All other Motions, excluding Motions granted by Rule of Court, shall be placed on the Motion calendar before a Judicial Officer.

**Entered as an Order of this Court on this 12th day of June 2024.**

**Enter:**

**/s/ Jeanne E. LaFazia  
Chief Judge**

**Order:**

**/s/ Jamie Hainsworth  
Administrator**