

STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS

PROVIDENCE, SC.

SUPERIOR COURT

ADMINISTRATIVE ORDER NO. 95-7
RULES OF PRACTICE

RE: ATTORNEY'S EXCUSE FROM ATTENDANCE

An attorney's request to be excused from attendance upon the Superior Court shall be made by motion as provided by Rule of Practice 1.5(B).

An original and two copies of the motion, together with a stamped, self-addressed envelope, shall be filed with the Office of the Presiding Justice. The attorney requesting the excuse need not file the excuse in the individual counties or the clerk's office in the various counties.

The motion shall contain the following information:

1. The period of time for which the excuse is requested.
2. The reason upon which the request is based. Where the motion is based upon a matter which is personal or confidential in nature, the movant may arrange to meet with the Presiding Justice privately prior to the filing of the motion.
3. The file number and caption of every cause assigned during the period for which the excuse is sought and the name of the attorney of record for each of the adverse parties to that cause.
4. Where the cause assigned is a trial on the merits, the movant shall obtain approval to be excused for the period requested from the justice in charge of the trial calendar.
5. Where the cause assigned is a proceeding preliminary to a trial on the merits, the movant shall state whether substitute counsel will attend at that proceeding or whether the proceeding will be continued with the agreement of the attorney of record for the adverse party and, where the justice so requires, with the agreement of the justice before whom the proceeding is scheduled.
6. Where the movant has no cause assigned during the period for which the excuse is sought, a representation of that fact shall be made.
7. A certification that the movant has served a copy of the motion on each attorney of record for each of the adverse parties whose cause is assigned during the period for which the excuse is sought.

ADMINISTRATIVE ORDER NO. 95-7 (CONTINUED)

An attorney of record for an adverse party who objects to the motion shall file an objection with the Presiding Justice immediately upon receipt of the motion. The Presiding Justice will conduct a hearing on the objection.

This administrative order, promulgated in implementation of Rule of Practice 1.5(B), shall become effective April 1, 1995.

BY ORDER OF,

JOSEPH F. RODGERS, JR.
PRESIDING JUSTICE