



**ORDER OF BUSINESS  
FOR THE MAGISTRATE COURT OF FULTON COUNTY  
JUNE – DECEMBER, 2019**

2019EX 000633

The Fulton County Magistrate Court is located in the Justice Center Complex and includes courtrooms in the Justice Center Tower (JCT) at 185 Central Avenue; the Charles Carnes Building (JCB) at 160 Pryor Street; the Fulton County Jail, at 901 Rice Street, as well as the North Service Center (North Annex) at 7741 Roswell Road Suite 225, and South Service Center (South Annex) at 5600 Stonewall Tell Road, Suite 218.

Hearings will be assigned to the following Divisions:

- A. **Criminal Division** – The Criminal Division presides over hearings for First Appearance, Warrant Applications, Misdemeanor Mental Health, Environmental, Preliminary Hearings and Child Abandonment Warrant Applications.

***Criminal Hearing Schedule:***

HEARING TYPE	DAY OF THE WEEK	TIME OF HEARING	COURTROOM
First Appearance Hearings	Monday thru Saturday	9:00 a.m. (misd.) 11:00 a.m. (felony)	Jail
Magistrate Copy of Charges (Preliminary Hearings)	Tuesday (monthly, as scheduled. See below.) Wednesday (bi-weekly) Wednesday (monthly, as scheduled. See below.)	10:00 a.m., 1:30 pm 9:00 a.m. 9:00 a.m.	North Annex 1A South Annex
Misdemeanor Mental Health Court	Thursday Friday	10:30 a.m. 9:30 a.m.	Jail 2C
Warrant Applications	Monday Monday Wednesday	9:00 a.m. 1:00 p.m. 1:00 p.m.	1A 1A 1B
Child Abandonment Warrant Applications	Wednesday	9:00 a.m.	2C
Environmental	Monday (monthly, as scheduled. See below.) Wednesday (bi-weekly) Thursday (monthly, as scheduled. See below.)	10:00 a.m. 9:00 a.m. 9:00 a.m.	North Annex 1A South Annex

- B. Civil Division** – The Civil Division presides over hearings for Abandoned Motor Vehicles, Dispossessory (Landlord-Tenant) Actions, Small Claims, Garnishments, and Personal Property Foreclosure.

**Civil Hearing Schedule:**

HEARING TYPE	DAY OF THE WEEK	TIME OF HEARING	COURTROOM
Small Claims Motions/Defaults	Wednesday (bi-weekly)	9:00 a.m. and 1:00 p.m.	2N
Dispossessory	Monday ( <b>Pro Se</b> )	9:00 a.m.	1B
	Monday ( <b>Pro Se</b> )	10:30 a.m.	1B
	Tuesday	9:00 a.m.	1B
	Tuesday	1:00 p.m.	1A,1B
	Tuesday	3:00 p.m.	1A,1B
	Wednesday ( <b>Pro Se</b> )	9:00 a.m.	1B
	Wednesday ( <b>Pro Se</b> )	10:30 a.m.	1B
	Thursday	9:00 a.m.	1A,1B
	Thursday	1:00 p.m.	1A,1B
	Thursday	3:00 p.m.	1A,1B
Garnishment Traverse, Defendant's Claims, and Motions	Friday	9:00 a.m.	1A
Abandonment Motor Vehicles	Wednesday (as needed)	9:30 a.m.	2C
Small Claims Trials	Monday	9:00 a.m. and 1:00 p.m.	2C
	Wednesday (bi-weekly)	9:00 a.m.	South Annex
	Friday (bi-weekly)	9:00 a.m.	1B
	Friday (bi-weekly)	9:00 a.m.	North Annex
Special Set Matters	Friday (as needed)	9:00 a.m.	2C
Personal Property Foreclosure	Monday	9:00 a.m.	2C
	Monday	1:00 p.m.	2C
Small Claims Status and No Service	Tuesday	9:00 a.m.	2C
	Thursday	9:00 a.m.	2N
	Friday	9:00 a.m.	2N

**ADMINISTRATIVE WEEK HEARING SCHEDULE**

During Administrative Weeks, listed below, only First Appearance, Dispossessory, Garnishment, and Magistrate Copy of Charges cases associated with the cases will be held.

June 10 - June 14, 2019  
 October 7 – October 11, 2019  
 November 18 – November 22, 2019  
 December 20, 2019 - January 3, 2020  
 (Dispossessory hearings end December 19, 2019)

**Administrative Week Hearing Schedule:**

HEARING TYPE	DAY OF THE WEEK	TIME OF HEARING	COURTROOM
First Appearance	Monday thru Friday, Saturday	9:00 a.m. 11:00 a.m.	Jail
Magistrate Copy of Charges (Jail ONLY)	Wednesday (bi- weekly)	9:00 a.m.	1A
Dispossessory	Tuesday, Thursday	9:00 a.m., 1:00 p.m., 3:00 p.m.	1A, 1B
Garnishment	Friday	9:00 a.m.	1A

## 2019 Magistrate Court Annex Schedule

Monday	Tuesday	Wednesday	Thursday	Friday
<i>Environmental - 10:00 AM - North</i>	<i>Copy of Charges 10 AM &amp; 1:30 PM - North</i>	<i>SC Trials - 9:00 am - South</i>	<i>Environmental - 9:00 AM - South</i>	<i>SC Trials @9:00 am - North Anne</i>
March 18	March 26	March 6 & 20	March 28	March 1 & 15
April 22	April 30	April 3	April 25	April 5
May 20	May 28	May 1 & 15	May 30	May 3 & 17
June 17	June 25	June 5 & 19	June 27	June 7 & 21
July 22	July 30	July 3 & 17	July 25	July 5 & 19
August 19	August 27	August 7 & 21	August 29	August 2 & 16
September 16	September 24	September 4 & 18	September 26	September 6 & 20
October 21	October 29	October 2 & 16	October 24	October 4 & 18
		November 6		November 1 & 15
December 16	December 17	December 4 & 18	December 19	December 6 & 20
		<b>Wednesday</b>		
		<i>Copy of Charges - 9:00 AM - South</i>		
		March 13		
		April 10		
		May 8		
		July 10		
		August 14		
		September 11		
		November 13		
December 11				

### HOLIDAYS

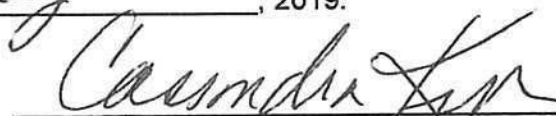
All employees of the Magistrate Court of Fulton County, Georgia, except as shall be necessary for detention facilities and intake facilities, and except as shall be necessary to conduct the business of the Court, as shall be determined by the Chief Judge of this Court, are excused from work on the following dates in observance of holidays:

Thursday, July 4, 2019.....INDEPENDENCE DAY  
 Monday, September 2, 2019.....LABOR DAY  
 Monday, October 14, 2019.....COLUMBUS DAY  
 Monday, November 11, 2019.....VETERANS DAY  
 Thursday & Friday, November 28 & 29, 2019.....THANKSGIVING HOLIDAYS  
 Tuesday & Wednesday, December 24 & 25, 2019.....CHRISTMAS HOLIDAYS  
 Tuesday, December 31, 2019.....NEW YEAR'S EVE

This Order of Business is subject to modification as may be announced.

A copy of the within and foregoing Order of Business shall be published in the Fulton County Daily Report in May, 2019.

SO ORDERED this 15 day of May, 2019.

  
 CHIEF MAGISTRATE JUDGE CASSANDRA KIRK