

2017 EX00347



Chief Magistrate Judge
Cassandra Kirk

Judges
Warren Atkinson
Lillian Nash Caudle
Stephanie C. Davis
Jeffrey W. Frazier

Judges
Jaslovelin "Jessy" Lall
Melynee Leftridge
Shukura Ingram Millender
Karen Smith Woodson

January 30, 2017



**AMENDED ORDER OF BUSINESS
FOR THE MAGISTRATE COURT OF FULTON COUNTY
JANUARY – DECEMBER, 2017**

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 Courthouse (FCC) at 136 Pryor Street, the Fulton County Jail, 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 handles matters such as Warrant Applications, First Appearance hearings, 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.	Jail
		11:00 a.m.	Jail
Magistrate All Purpose Hearings	Monday	9:00 a.m.	1A
	Tuesday	9:00 a.m.	2C
	Friday	9:00 a.m.	1A
Treatment Diversion Court (TDC)	Wednesday	1:00 p.m.	2C
Warrant Applications	Monday	1:00 p.m.	1A
	Wednesday	1:00 p.m.	1A
	Friday	9:00 a.m.	1B
	Friday	1:00 p.m.	1A
Child Abandonment Warrant Applications	Wednesday	9:00 a.m.	1B
Environmental	1 st and 3 rd Wednesday	9:00 a.m.	1A
	1 st and 3 rd Tuesday	9:00 a.m.	South Service Center
	4 th Monday	10:00 a.m.	North Service Center
Copy of Charges	2 nd and 4 th Tuesday	1:00 PM	South Service Center
	4 th Wednesday	1:00 PM	South Service Center
	1 st and 3 rd Monday	10:00 AM	North Service Center

185 Central Avenue S.W., Suite T-1605, Atlanta, GA 30303
Phone: (404) 613-9071; Fax: (404) 612-2632

- B. **Civil Division** - The Civil Division handles matters such as Abandoned Motor Vehicles, Dispossessory (Landlord-Tenant) Actions, Small Claims, Garnishments, Weddings/Marriages, and Personal Property Foreclosure.

Civil Hearing Schedule:

HEARING TYPE	DAY OF THE WEEK	TIME OF HEARING	COURTROOM
Dispossessory	Tuesday,	9:00 a.m.	1A, 1B
		1:00 p.m.	1A, 1B
		3:00 p.m.	1A, 1B
	Thursday	9:00 a.m.	1A, 1B
		1:00 p.m.	1A, 1B
		3:00 p.m.	1A, 1B
Garnishment	Tuesday	1:00 p.m.	2C
Claims/Motions/Defaults	Friday	9:30 a.m.	2N
Abandonment Motor Vehicles	Monday	9:30 a.m.	1B
Small Claims -Trials Motions/Defaults	Monday	9:00 a.m.	2C
	Monday	1:00 p.m.	2M
	Thursday	1:00 p.m.	2M
	<i>Wednesday-bi-weekly</i>	9:00 a.m.	South Service Center
	<i>Friday-bi-weekly</i>	10:00 a.m.	North Service Center
	Wednesday	9:00 a.m.	2C
	Wednesday	1:00 p.m.	1B
	Thursday	9:00 a.m.	2C
Special Set Matters	Friday	9:00 a.m.	2C
Personal Property Foreclosures	Monday	9:00 a.m.	2C
		1:00 p.m.	
Peremptory/No-Service through May 2017	Monday	9:00 a.m., 10:30 a.m.	1B
	Monday	1:00 p.m., 2:30 p.m.	2N
	Wednesday	9:00 a.m., 10:30 a.m.	2M
	Wednesday	1:00 p.m., 2:30 p.m.	2M
	Friday	9:00 a.m., 10:30 a.m.	2M
	Friday	1:00 p.m., 2:30 p.m.	1A, 2C

*Marriage/Wedding ceremonies are conducted Monday and Wednesday by **appointment only**.

ADMINISTRATIVE WEEK HEARING SCHEDULE

During Administrative Week, only First Appearance, Dispossessory, Garnishment Traverse, and Magistrate All Purpose cases will be held.

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 All Purpose	Monday, Tuesday, Friday	9:00 a.m.	1A
Dispossessory	Tuesday, Thursday	9:00 a.m. 1:00 p.m. 3:00 p.m.	1A, 1B
Garnishment Traverse	Tuesday	1:00 p.m.	2C

April 24- 25, 2017	ADMINISTRATIVE WEEK Refer to Administrative Week Calendar Schedule (Institute of Continuing Judicial Education Conference)
June 5 -11, 2017	ADMINISTRATIVE WEEK Refer to Administrative Week Calendar Schedule
October 2 -3, 2017	ADMINISTRATIVE WEEK Refer to Administrative Week Calendar Schedule (Institute of Continuing Judicial Education Conference)
November 20-23, 2017	ADMINISTRATIVE WEEK Refer to Administrative Week Calendar Schedule
December 20, 2017· January 3, 2018	ADMINISTRATIVE WEEKS Also last day of Dispossessory hearings.

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:

Monday, January 2, 2017	NEW YEAR'S DAY
Monday, January 16, 2017	M. L. KING JR. BIRTHDAY
Monday, February 20, 2017 ·	PRESIDENT'S DAY
Monday, May 29, 2016	MEMORIAL DAY
Tuesday, July 4, 2017	INDEPENDENCE DAY
Monday, September 4, 2017	LABOR DAY
Monday, October 9, 2017	COLUMBUS DAY
Friday, November 10, 2017	VETERANS DAY
Thursday & Friday, November 23 & 24, 2017	THANKSGIVING HOLIDAYS
Friday & Monday, December 22 & 25, 2017	CHRISTMAS HOLIDAYS
Friday, December 29, 2017	NEW YEAR'S EVE

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

SO ORDERED this 30 day of January, 2017.


CHIEF MAGISTRATE JUDGE CASSANDRA KIRK