

20th Judicial District Trial/Hearing Setting Sheet

Court: Circuit

County: _____

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VS. NO _____

FOR COURT USE

DATE: _____
TIME: _____
DIVISION: _____
SET BY: _____

REQUESTED BY: _____ NEED INTERPRETER

TYPE HEARING: _____

ESTIMATED TIME: _____

REMARKS: _____

ATTORNEY FOR PLAINTIFF:

ATTORNEY FOR DEFENDANT:

PHONE: _____

PHONE: _____

FAX: _____

FAX: _____

1. To set a trial/hearing date, mail, email or fax a copy of the setting sheet to the appropriate division. The trial court assistant will schedule the trial/hearing based on the information provided and return one copy of this form to the party requesting trial/hearing.
2. **IT IS THE RESPONSIBILITY OF THE PARTY REQUESTING THE SETTING TO NOTIFY ALL OPPOSING COUNSEL (OR PARTIES), SEND A COPY OF THE LETTER OF NOTIFICATION TO THE TRIAL COURT ASSISTANT AND TO THE CLERK FOR THE FILE.**
3. Should opposing counsel have a conflict with the scheduled trial/hearing date, the case and opposing counsel are to be notified within ten (10) days. If an alternate date cannot be agreed upon, counsel for all parties will be required to conference with the Court to set the matter.

Division 1: David L. Reynolds, Judge
Ginger Hall, Trial Court Assistant
Fax: (501) 450-4966
Phone: (501) 450-4925
ginger.hall@faulknercounty.org

Division 4: David M. Clark, Judge
Shannon Naylor, Trial Court Assistant
Fax: (501) 328-4157
Phone: (501) 328-4156
shannon.naylor@faulknercounty.org

Division 2: Michael A. Maggio, Judge
Susan McGehee, Trial Court Assistant
Fax: (501) 450-4977
Phone: (501) 450-4904
susan.mcgehee@faulknercounty.org

Division 5: Rhonda K. Wood, Judge
Linda Ahlen, Trial Court Assistant
Fax: (501) 329-4934
Phone: (501) 450-4931
linda.ahlen@faulknercounty.org

Division 3: Charles E. Clawson, Jr., Judge
Kim Gary, Trial Court Assistant
Fax: (501) 450-4972
Phone: (501) 450-4970
kim.gary@faulknercounty.org

Faulkner County Courthouse
801 Locust Street, Conway, AR 72034

Van Buren County Annex
100 Success Dr., Ste 27, Clinton, AR 72031

Faulkner County Courts Building
1423 Caldwell, Conway, AR 72034

Searcy County Courthouse
Courthouse Square, Marshall, AR 72650

Van Buren County Courthouse
273 Main Street, Clinton, AR 72031

Searcy County Annex (Paul V. Jones Annex)
Courthouse Square, Marshall, AR 72650