

DOMESTIC RELATIONS

STANDING ORDER NO. 6

(Agreed Orders)

Agreed orders are encouraged and welcomed in all active pre- or post-dissolution cases and in all parentage cases. This **Standing Order No. 6** applies to cases in which both parties are currently represented by attorneys who are “of record” in connection with active, pending and unresolved proceedings.

- Form of “Agreed Orders”.** All proposed agreed orders (whether typewritten or on a “scratch” order form) should be clearly labeled as “agreed” in the title or caption of the order form. In general, a proposed agreed order should: (a) identify the motion, pleading or issue upon which the Court is acting; (b) if prepared in court, identify the attorneys and parties present; (c) indicate whether the order is a “temporary,” or “final” order; (d) contain any “findings” that are required by statutes or rules and include sufficient detail to be enforced; and (e) identify the attorney who drafted the proposed agreed order.

- Signing/Initialing of Agreed Orders.** Agreed orders **must be signed or initialed by both attorneys of record if they are to be handed up through the courtroom clerk, tendered “over the counter,” or mailed to chambers.** Agreed orders affecting the parties’ significant and substantive legal rights (*e.g.* custody judgments; visitation agreements; orders on remaining issues; *etc.*) should be signed by **both** the attorneys of record **and** the parties. The Court reserves the right to inquire further regarding any proposed agreed order affecting substantive rights that is not signed by the parties to the case.

- Presentment of Agreed Orders in Court.** Before, during or immediately after any regularly scheduled status / motion / CMC court call, agreed orders may be handed to the Courtroom 3 or 4 courtroom clerk for the Court’s review and signature. Orders will be reviewed and signed as time permits during the court call.

- Presentment of Agreed Orders “Over the Counter.”** An attorney of record may e-file an agreed order that complies with the requirements of this Standing Order for review, approval, signature and entry at the Court’s first opportunity. Counsel of record are responsible for following up with respect to any agreed order e-filed and for obtaining copies from the Circuit Clerk’s office.

SO ORDERED.

Entered: _____

9/7/18

JUDGE OF THE CIRCUIT COURT

