**FORECLOSURE MATTERS (DIVISION FC-C)**

**REQUEST FOR HEARING TIME AND DATE**

 Requesting Firm: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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 Firm contact person’s name, telephone number and e-mail address

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 Local counsel’s name, telephone number and e-mail address

Please provide the following information:

Case number:

Case style: \_\_\_\_\_\_

Motion/Notice: \_\_\_\_ \_\_\_\_\_\_

Date Motion/Notice filed:

Amount of time requested: \_\_\_\_\_\_\_\_\_\_\_\_

Plaintiff’s attorney: \_\_\_\_\_\_\_\_\_\_\_\_ (name)

 (email address)

 (telephone number)

Defendant’s attorney: (name)

 (email address)

 (telephone number)

**If you have multiple cases, please use a separate form.**

 **ORDERS SETTING NON-JURY TRIAL MUST BE SUBMITTED TO THE COURT FOLLOWING OUR DIVISION PROCEDURES AND WITHIN FIVE (5) DAYS AFTER SCHEDULING THE NON-JURY TRIAL.**

**ALL NOTICES OF HEARING MUST STATE THE NAME AND TELEPHONE NUMBER OF LOCAL COUNSEL ON THE CASE, IF ANY, IN ADDITION TO FIRM COUNSEL. FIRM AND LOCAL COUNSEL MAY RESCHEDULE A HEARING WITH OPPOSING COUNSEL DUE TO A SCHEDULING CONFLICT AND SUBMIT A REQUEST FOR HEARING TIME AND DATE FORM TO DANIELLE ALLEYNE AT DALLEYNE@COJ.NET** **IF LESS THAN ONE HOUR OR** **TO** **LINDA BLACKMAN AT** **LBLACKMAN@COJ.NET** **IF LONGER THAN ONE HOUR. ANY CONFLICT IN DATE/TIME MUST BE RESOLVED BY PLAINTIFF’S COUNSEL AND COMMUNICATED TO THE COURT.**

HEARING TO BE SET IN:

Courtroom 510 \_\_\_\_\_\_\_\_ (if less than one hour)

Hearing Room 734 \_\_\_\_\_\_\_\_ (if more than one hour)

After completely filling out this form, please e-mail the form to Danielle Alleyne (if less than one hour) or Linda Blackman (if more than one hour) and a confirmation email will be sent with your hearing/non-jury trial date and time.

Duval County Unified Courthouse

501 W. Adams Street

Jacksonville, Florida 32202

Danielle Alleyne

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Linda Blackman

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