Chancellor Arnold B. Goldin
Part II of the Chancery Court of Shelby County

Motions

Motion Day:
Every Friday morning, unless otherwise posted, beginning at 9:00 a.m. No Dispositive motions, i.e. Summary Judgment, To Dismiss, or Motions lasting more than twenty minutes, are heard on this motion docket.

How to Set:
Motions are set by entering them on the Court's Motion Docket by close of business on the Friday before the motion is to be heard**. Motions are entered on the court's motion docket via the Chancery Court website**, www.chancerycourt.co.shelby.tn.us

Form of Motion:
Pursuant to T.R.C.P. 7.02 and Local Rule 10, motions are to be in writing. Copies of memoranda that counsel would like the Court to read prior to hearing the motion should be delivered to the Chancellor's judicial clerk at least three days prior to the hearing (See Local Rule 16).

Dispositive Motions:
Dispositive motions are specially set by the Court. All counsel should contact the Chancellor's courtroom clerk for a setting. This can be done in person or by conference call.

Entering Orders

Consent Orders:
Consent orders can be entered in open Court prior to any session or left with the Chancellor's courtroom clerk and picked up later in the day.

Orders by Interchange:
The Chancellor will only sign consent orders or emergency orders, i.e. TROs, by interchange.

Trial

Jury Call:
Chancery Court does not have a jury call. Jury trials are specifically set by the Court. The attorneys should contact the Chancellor's courtroom clerk for a setting.

Workers Compensation Cases, Pre-Trial Procedure:
Upon receiving notice from the Court's clerk that the case is set for trial, counsel for the plaintiff shall complete the "Contested Workers' Compensation Pre-Trial Form" that is enclosed with the clerk's notice of trial setting and forward it to counsel for the defendant(s). Counsel for the defendant shall complete the defendant's portion of the form and **file** the original of the jointly completed and signed form with the court. A stamped filed copy of the completed form along with copies of any evidentiary depositions to be offered at trial by plaintiff or defendant shall be delivered to the Court's law clerk in chambers no later than five business days before trial or the trial will not go forward as scheduled.

Status Conferences:
The Court meets with attorneys on Monday and Wednesday at 8:30 a.m. and Tuesday and Thursday at 1:30 p.m. (or other times for the convenience of the parties) for status conferences and setting scheduling orders.

Scheduling Orders:
Scheduling orders can be submitted by the attorneys for approval by the Court or pursuant to status conferences as set out above.

Alternative Dispute Resolution:
The Court is a firm believer in the value of ADR. ADR can be requested by motion or may be ordered *sua sponte* by the Court. ADR is mandatory prior to trial in a contested divorce.

Miscellaneous

Approaching the Judge:
The Court can be approached at all reasonable hours or by appointment.

Pet Peeves:
Not striking motions or advising the Court that the motion will not be heard. Also, not advising the Court in a timely manner that a case set for trial has settled so that the date can be given to others.

Special Comments/Rules:
Court is opened daily at 9:00 a.m. in Part II.

Courtesy Copies of Memorandums:
Copies should always be provided to the Chancellor's law clerk in the time provided by the Court's local rules.

Attire:
Professional attire for lawyers and standard courtroom attire for non-lawyers, i.e. no shorts or tank tops.

Special Words to *Pro Se* Litigants:
Individuals are entitled to represent themselves but it is not recommended. The law requires that represented and non-represented individuals be treated equally.

Professionalism/Civility:
The Court is a proponent of the MBA "Guides for Professional Courtesy and Conduct" and expects attorneys to conduct themselves accordingly.

Contact Information

Courtroom Clerk: Natasha Langston, (901) 545-3673
natasha.langston@shelbycountytn.gov

Law Clerk: The Court's law clerk can be reached by phone at 545-3863 or by e-mail at lclerk2@shelbycountytn.gov

When to Call the Courtroom or Law Clerk: Normal business hours, or leave a voicemail message and your call will be returned.

Address: Shelby County Courthouse, 140 Adams Ave., Room 303, Memphis, TN 38103