

IN THE STATE COURT OF HOUSTON COUNTY  
STATE OF GEORGIA

STANDING ORDER FOR STATE COURT POLICY AND PROCEDURE

CRIMINAL

All defendants must appear either at criminal calendar call or motion day to announce ready for trial unless given leave by the Court. Failure to do so without good cause shown will result in a bench warrant or license suspension.

All criminal proceedings are recorded, and all criminal trials and general motion day are recorded by a court reporter. Any party needing a court reporter to take down any other hearings, motions, or trials not regularly scheduled must prearrange with a court reporter and will incur all costs of reporting and subsequent transcription, if needed.

All pre-trial motions must be filed by motion deadline as set by the calendar posted on the Court website [www.houstonstatecourt.org](http://www.houstonstatecourt.org). Discovery deadline will be 10 days prior to trial.

All negotiated pleas on a trial calendar must be on or before the negotiated plea deadline listed on the Court calendar unless good cause shown.


CIVIL

Mediation is required in all cases absent good cause shown; the Office of Alternative Dispute Resolution will effect scheduling of said mediation unless the parties wish otherwise and must be completed within 60 days of the close of discovery.

Any party wishing a court reporter to take down any hearing, motion, or trial must prearrange with a court reporter and will incur all costs associated with such takedown.

A telephone conference shall be scheduled by the State Court Judge's Office if required mediation fails to get input regarding a scheduling order. During the telephone conference, deadlines will be established based on a reasonable timeframe for trial; deadlines for motions and a mandatory consolidated pre-trial order will also be set.

SO ORDERED this 8 day of August, 2011.

  
Jason E. Ashford, Judge  
Houston County State Court

FILED IN OFFICE, STATE COURT OF  
HOUSTON COUNTY

AUG 09 2011

 Clerk