

NEW KENT COUNTY

Circuit Court of New Kent County

1. **NAME OF COURT:** CIRCUIT COURT OF NEW KENT COUNTY
2. **JUDGE:**
 - Hon. B. Elliott Bondurant, Chief Judge
 - Hon. Jeffrey W. Shaw
 - Hon. Michael E. McGinty
 - Hon. Richard H. Rizk
3. **CLERK:** Hon. Amy P. Crump
4. **ADDRESS:** P.O. Box 98, 12001 Courthouse Circle, New Kent, VA 23124
5. **TERMS OF COURT:**
 - Court convenes: 9:00 a.m.
 - Terms begin, 2nd Monday Jan; 3rd Monday Mar., May, July, Sept., & Nov.
 - Grand Juries, 1st day of Term at 9:00 a.m.
 - Praecipes must be filed by seven days preceding civil term day.
 - Civil cases are set for trial by conference call with the Judge.
 - Instructions must be submitted 2 days prior to trial.
 - Commissioners in Chancery are rarely used and only at request of attorneys.
 - Local Rules adopted pursuant to Section 8.01-4 for divorce cases.
 - Final civil orders are distributed using regular mail with postage paid self addressed envelopes provided by the parties.
6. **DOCKET CALLING DATES:** Same as above.
7. **TIME OF DOCKET CALLING:** Criminal: 9:00 a.m. Civil: 11:00 a.m.
8. **TIME COURT CONVENES:** 9:00 a.m.
9. **SHERIFF:** J.J. McLaughlin, Jr., New Kent, VA
10. **COMMISSIONER OF ACCOUNTS:** Audrey Holmes (804) 737-5215

P.O. Box 769, Sandston, VA 23150

11. COURT'S TEL. NO.: (804) 966-9520; **FAX:** (804) 966-9528

12. COMMONWEALTH'S ATTORNEY: T. Scott Renick

General District Court of New Kent County

1. **NAME OF COURT:** GENERAL DISTRICT COURT OF NEW KENT COUNTY
2. **JUDGE:** Hon. Stephen Ashton Hudgins, Chief Judge
Hon. Stephanie E. Merritt
Hon. Colleen K. Killilea
3. **CLERK:** Sirena Kestner
skestner@vacourts.gov
4. **ADDRESS:** P.O. Box 127, 12001 Courthouse Circle, New Kent, VA 23124

5. COURT SCHEDULE

Tuesday

- 8:00 a.m., Counsel determination with Clerk
- 8:30 a.m., Arraignments
- 9:00 a.m., Sheriff's Department
- 10:00 a.m., 10:30 a.m., 11:00 a.m., State Police
- 1:00 p.m., Sheriff's Department
- 1:15 p.m., Garnishments/Interrogatories with Collection Agency
(2nd Tues. each month)
- 1:30 p.m., Criminal Cases

1st Wed

- 1:00 p.m., Civil Docket - 1st calling
(Contact Court prior to filing for available dates)
- 1:30 p.m., Reviews (ASAP, CCC, Mental Health, Driving School)
- 1:30 p.m., Animal Control Docket
- 2:00 p.m. Civil Small Claims

4th Wednesday of each month

- 8:30 a.m., Inmate arraignments if needed
- 9:00 a.m., Sheriff's Department
- 10:00 a.m., 10:30 a.m., & 11:00 a.m., State Police
- 1:00 p.m., Civil Docket - 1st Calling
(Contact Court prior to filing for available dates)
- 1:30 p.m., Reviews (ASAP, CCC, Mental Health, Driving School)
- 1:30 p.m., Department of Game & Inland Fisheries
- 1:30 p.m. Criminal Cases

1st Fri., odd Months

- 8:30 a.m., Inmate arraignments if needed
- 9:00 a.m., Sheriff's Department
- 9:30 a.m., State Police
- 10:30 a.m., Criminal Cases
- 11:00 a.m., 1:00 p.m., 1:30 p.m., Contested Civil Cases (call court to confirm)

1st Fri.

Contested Civil Cases (call court to confirm)

Continuance Policy

First motion to continue may be granted by the Clerk. Subsequent motions to continue may be granted by the Judge.

6. COURT'S TEL. NO.: (804) 966-9530; **FAX:** (804) 966-9535

Juvenile & Domestic Relations District Court of New Kent County

1. **NAME OF COURT:** JUVENILE AND DOMESTIC RELATIONS DISTRICT COURT OF NEW KENT COUNTY
2. **JUDGES:** Hon. Wade A. Bowie; Chief Judge
Hon. Cressondra B. Conyers
Hon. George C. Fairbanks IV
Hon. Holly B. Smith
3. **CLERK:** Ms. Kelly Anne Douglas; Email: kwiggins@vacourts.gov
4. **ADDRESS:** P.O. Box 174, 12001 Courthouse Circle, 2nd Floor, New Kent, VA 23124
5. **COURT SCHEDULE**
 - 1st, 3rd & 5th Wed., 8:30 a.m.
 - Traffic
8:30 a.m., Sheriff's Office
9:00 a.m., State Police
 - Counsel Determinations
8:30 a.m.
 - Traffic/Criminal Dispositions
9:00 a.m.
 - Criminal
9:30, 10:00, 10:30, 11:00 & 11:30 a.m.
1:00 p.m. set by Judge/Clerk

1st, 2nd & 4th Thursdays

 - 9:00 a.m., Counsel Determinations
 - 9:00 a.m., Initial/Preliminary Custody/Visitation
 - 9:30 a.m., Contested Custody/Visitation/Support set by Judge/Clerk
 - 10:30 a.m., Contested Custody/Visitation/Support set by Judge/Clerk
 - 1:30 p.m., Contested Custody/Visitation/Support set by Judge/Clerk

3rd Thursday

 - 9:00 a.m., Counsel Determination
 - 9:00 a.m., Initial Preliminary Custody/Visitation
 - 9:30 a.m., DCSE Support
 - 10:30 a.m., DCSE Support/Contested; Custody/Visitation/Support set by Judge/Clerk
 - 1:30 p.m., Contested Custody/Visitation/Support set by Judge/Clerk
6. **COURT'S TEL. NO.:** (804) 966-9620 **COURT'S FAX NO.:** (804) 966-9091
7. **CONTINUANCES:** All requests for continuance must be by written motion and all parties must be notified of the request. The Judge requires a response from all parties before reviewing or granting the request for continuance.