

Judge Declan P. Mansfield

Mailing address: 7530 Little Road, Room 216, New Port Richey, FL 34654
Hearing address: 7530 Little Road, Hearing Room 2J, New Port Richey, FL 34654
JA – Donna Belcher dbelcher@jud6.org

UMC (UNIFORM MOTION CALENDAR) HEARING SCHEDULE AND PROCEDURES

This calendar does not operate like a typical special set hearing, it is important that you review the procedures before setting a hearing on UMC.

Description

Uniform Motion Calendar is for short hearings (5 -10 minutes or less). Attorneys can give reasonable notice of the hearing to the opposing counsel or party and show up any Thursday at 8:30 on a first-come, first-serve basis **without coordinating with the judicial assistant**. Due to the high volume of foreclosure cases, this UMC is intended to provide faster access to the Court for short matters *if one party is willing to attend in person*. **Unfortunately, the Court cannot accommodate telephonic appearances if both sides want to appear by phone.** Those hearings can be set on our UOD calendar instead. (Please see UOD procedures below.)

Hearing Times

UMC hearings are set on specific Thursdays at 8:30 a.m. (Choose an available date on our website at www.jud6.org under Judge Mansfield's Practice Requirements.)

- Do NOT coordinate with judicial assistant. Simply notice the hearing and show up with required documents
- Check website 2 days prior to hearing to confirm Court's availability.

Applicability

- Hearings 5-10 minutes
- If cancelling a UMC hearing, **please do NOT contact the JA to cancel it**, as it was never scheduled on our regular calendar.

Procedures

- There will be a sign-up sheet in the 2nd floor hearing room waiting area.
- UMCs are handled on a first-come, first-serve basis.
- At least one side must appear in person. If one side wants to appear telephonically, they must give written notice and toll-free direct telephone number to the party who is appearing in person.
- Must coordinate if there is opposing counsel and give reasonable notice of hearing. Guideline: 7 days' notice will likely be reasonable.
- Side appearing in person must bring:
 1. Contact information for party appearing by phone (if applicable)
 2. Copy of Notice of Hearing
 3. Copy of relevant pleadings/motions
 4. Proposed orders, copies and self-addressed postage-paid envelopes.

UOD (Uncontested On Demand Calendar) Hearing Schedule and Procedures

This calendar does not operate like a typical special set hearing, it is important that you review the procedures before setting a hearing on UOD.

DESCRIPTION

Uncontested On-Demand Hearings are designed for the Court to sign orders on uncontested matters without requiring the appearance of the moving party, while still providing a hearing time in case there is any opposition. For cases where no one shows up to oppose the motion, the Court will consider the motion and sign appropriate orders without requiring the moving party to appear. If anyone shows up to oppose the motion or if the Court has any questions, the Court will initiate a call to the moving party for the hearing. **The moving attorney must be available during the hearing time to take a call from the Court if necessary.**

Procedures

Determine if hearing is appropriate for this calendar: Is this matter likely uncontested?

UMC hearings are set on specific Tuesdays at 8:30 a.m. (Choose an available date on our website at www.jud6.org under Judge Mansfield's Practice Requirements.)

Serve notice of hearing. Note: Certificate of service must be dated at least 2 weeks prior to hearing date.

The Court must receive packet at least 7 days prior to the hearing date with:

- (1) Cover letter with
 - a. **“Uncontested On-Demand Hearing”**- bolded
 - b. **Date and time of hearing** –bolded
 - c. Name of attorney handling hearing
 - d. Direct phone number to attorney for Judge to call if anyone appears to oppose the motion.

- (2) Copy of the notice of hearing
- (3) Copy of the motion
- (4) Proposed order
- (5) Correct number of copies of orders
- (6) Postage-paid, addressed envelopes

Designated attorney must be on stand-by from 8:30am-9:00am to receive a call from the court if necessary.