

**INSTRUCTIONS FOR SCHEDULING HEARINGS ON VICTIM'S REQUEST
FOR RESCISSION OR MODIFICATION OF NO-CONTACT ORDERS**

- Moving party is recommended to meet or contact the Victim Witness Advocate from Spokane County Prosecutor's Office, prior to scheduling a hearing,
 - Annette Ingham: (509) 477-3640
 - Patty Aguilar: (509) 477-2888
- Complete Criminal Motion Calendar Note for Hearing-Issue of Law form, directing it to the Prosecuting Attorney, Defendant and defense counsel, and scheduling the hearing for a Thursday at 9:00 am (in custody) or 2:30pm (out of custody). The case number is required on all paperwork. This number may be obtained at the Clerk's Office.
- When selecting the date for the hearing, moving party must give a minimum of five (5) Court days' notice to the Prosecuting Attorney, Defendant and defense counsel of the hearing. (to get on the next Thursday docket, the paperwork must be filed by 4:30pm the Thursday prior)
- Moving party should make five (5) additional copies of the completed Criminal Motion Calendar Note for Hearing and the completed Protected Person's Motion to Modify/Rescind Domestic Violence No-Contact Order, providing copies as follows:
 - Copy to Prosecuting Attorney – Public Safety Building
 - Copy to defense attorney
 - Copy to defendant – Must be present at the hearing
 - Copy to Court Administrator's Office – 3rd Floor Annex
 - Copy to be retained by moving party
 - Original to be filed with the Spokane County Clerk's Office, Room 300 of the Spokane County Courthouse, 1116 W. Broadway Ave., Spokane, WA
- Moving party must call the Chief Criminal Department (509-477-6373) **OR** the Criminal Coordinator (509-477-4403) any time before noon the Tuesday prior to the hearing to indicate readiness to proceed with the hearing. If it is not called ready by noon the Tuesday prior, it will be struck from the docket.
- Appear in Court at the time scheduled for hearing

NOTICE: The Court's entry of an order at the time of the hearing does not modify or terminate any order entered in any other case. The defendant is still required to comply with other orders.

- If a No-Contact order was issued through District Court or Municipal Court, please find the recall/modification forms in the Public Safety Building or contact the YWCA for assistance (509) 477-3656

(Copy Receipt)

(Clerk's Date Stamp)

SUPERIOR COURT OF WASHINGTON, COUNTY OF SPOKANE

STATE OF WASHINGTON, Plaintiff,
vs.

CASE No. _____
CRIMINAL MOTION CALENDAR
NOTE FOR HEARING-ISSUE OF LAW
(NTMTDK)

Defendant IN-CUSTODY - DOB _____

TO THE CLERK OF THE COURT AND TO: _____

The undersigned has scheduled a motion for: _____
a copy of which is attached.

The hearing is scheduled for _____ at _____ a.m./p.m.
Date

to be heard at : SPOKANE COUNTY SUPERIOR COURT
CRIMINAL PRESIDING DEPARTMENT
1116 WEST BROADWAY
SPOKANE, WA 99260-0350

TRANSPORT REQUIRED

LENGTH OF HEARING: _____

WITNESS TESTIMONY REQUIRED

NOTICE: Motions must be confirmed no later than 12:00 noon the Tuesday before the hearing by calling the Criminal Presiding Department. See LCRR 4.5. Working copies must be provided to the Criminal Presiding Department at time of filing.

Signed _____ Date _____

Name _____ (print/type) Opposing Counsel Name _____

Address _____ Address _____

City, State, Zip _____ City, State, Zip _____

Bar No. _____ Phone _____ Bar No. _____ Phone _____

E-Mail: _____ E-Mail: _____

AUTHORITIES

Cite those authorities which form primary basis for your legal position. Where case authority is cited, provide reference to specific page of opinion which is controlling. Likewise reference applicable sections or subsection of statutes or court rules. This does not substitute for required Memorandum of Authorities.

Applicable Court Rule: _____

Applicable Statute: _____

Applicable Case Law: _____

