

ALEXANDRIA CIRCUIT COURT 2023

REVISED 11/30/2023

CLERK OF CIRCUIT COURT 703-746-4044
520 King Street, Room 307 Alexandria, VA 22314
8:00 a.m. to 4:00 p.m.

JUDGES' CHAMBERS 703-746-4123
520 King Street, 4th floor Alexandria, VA 22314
Drop box on 4th floor (next to door)

CRIMINAL CALENDAR
www.alexandriava.gov/CircuitCourt > Criminal Local Procedures

CIVIL CALENDAR
www.alexandriava.gov/CircuitCourt

COMMONWEALTH DAY Thursdays at 10:00 a.m.

<u>FIRST THURSDAY</u> One judge (see website) Time limit: up to 1 hour	<u>ALL OTHER THURSDAYS</u> Two Judges Time limit: 2 hours or less Over 2 hours? Schedule date certain.
January 5 (1 st Thursday)	January 12, 19, 26 CW Day 2023
February 2 (1 st Thursday)	February 9, 16, 23 CW Day 2023
March 2 (1 st Thursday)	March 9, 16, 23, 30 CW Day 2023
April 6 (1 st Thursday)	April 13, 20, 27 CW Day 2023
May 4 (1 st Thursday) No court on 5/18	May 11, 25 CW Day 2023 No court on 5/18
June 1 (1 st Thursday)	June 8, 15, 22, 29 CW Day 2023
July 6 (1 st Thursday)	July 13, 20, 27 CW Day 2023
August 3 (1 st Thursday)	August 10, 17, 24, 31 CW Day 2023
September 7 (1 st Thurs)	September 14, 21, 28 CW Day 2023
October 5 (1 st Thurs)	October 12, 19, 26 CW Day 2023
November 2 (1 st Thurs) No court on 11/23 (Holiday)	November 9, 16, 30 CW Day 2023 No court on 11/23 (Holiday)
December 7 (1 st Thurs)	December 14, 21, 28 CW Day 2023

MOTIONS DAY Remote hearings only via MS Teams; Hearings are not in-person.
2nd & 4th Wednesdays at 10:00am (25 minutes) and 2:00pm (up to 2 hours)

- Filing deadline is 2.5 weeks prior to Motions Day (deadlines are on website)
- Motions Day instructions and mandatory remote hearing praecipe are on website
- Time limits: 25 minutes on 10:00am docket. Up to 2 hours on 2:00pm docket (must call Law Clerk at 703.746.4123 to reserve a spot on the 2:00p.m. docket, and then file praecipe prior to deadline)
- Docket and meeting links are posted to website 2 business days prior to hearing
- Courtesy copies of all documents must be delivered to Judges' Chambers' 4th floor drop box when the documents are filed

Jan 11, 25 M.D.	May 10, 24 M.D.	September 13, 27 M.D.
Feb 8, 22 M.D.	June 14, 28 M.D.	October 11, 25 M.D.
Mar 8, 22 M.D.	July 12, 26 M.D.	November 8, 22 * M.D.
Apr 12, 26 M.D.	August 9, 23 M.D.	11/22 Court closes at 12pm; No 2:00pm docket
		December 13, 27 M.D.

GRAND JURY 2nd Monday of month at 9:00 a.m.

Jan 9, 2023 GJ (New)	July 10, 2023 GJ (New)
Feb 13, 2023 GJ	August 14, 2023 GJ
Mar 13, 2023 GJ (New)	Sept 11, 2023 GJ (New)
April 10, 2023 GJ	Oct 10 (Tues.) GJ
May 8, 2023 GJ (New)	Nov 13, 2023 GJ (New)
June 12, 2023 GJ	December 11, 2023 GJ

SELECTION OF TRIAL DATE (GDC and JDR appeals)
9:00a.m. in 4th floor lobby

Jan 9, 2023 Set date	May 8, 2023 Set date	Sept 11, 2023 Set date
Feb 13, 2023 Set date	Jun 12, 2023 Set date	Oct 10 (Tues)
Mar 13, 2023 Set date	July 10, 2023 Set date	Nov 13, 2023 Set date
April 10, 2023 Set date	Aug 14, 2023 Set date	Dec 11, 2023 Set date

TMAD – Traffic & Misdemeanor Appeals Docket
3rd Tuesday at 9:00 a.m.

Jan 17, 2023 TMAD (deadline: 12/6/22)	July 18, 2023 TMAD (deadline: 6/5)
Feb 21, 2023 (deadline 1/9)	Aug 15 (NEW deadline 6/30)
Mar 21, 2023 (deadline 2/6)	Sept 19, 2023 (deadline 8/9)
Apr 18, 2023 (deadline 3/6)	Oct 17, 2023 (deadline 9/4)
May 23 (4 th Tues) (deadline 4/10)	Nov 21, 2023 (deadline 10/11)
June 20, 2023 (deadline 5/8)	Dec 19, 2023 (deadline 11/13)

STATUS CONFERENCE 2nd Monday at 9:00 a.m.
By telephone only 703.746.4123. Call ASAP;
No need to wait until day of status conference

Jan 9, 2023 S.C.	May 8, 2023 S.C.	Sept 11, 2023 S.C.
Feb 13, 2023 S.C.	Jun 12, 2023 S.C.	Oct 10 (Tues) S.C.
Mar 13, 2023 S.C.	July 10, 2023 S.C.	Nov 13, 2023 S.C.
Apr 10, 2023 S.C.	Aug 14, 2023 S.C.	Dec 11, 2023 S.C.

TERM DAY 2nd Monday - 9:00 a.m. in 4th floor lobby
Deadline: 4pm on the Wednesday prior to the Term Day

Jan 9, 2023 Term	May 8, 2023 Term	Sept 11, 2023 Term
Mar 13, 2023 Term	July 10, 2023 Term	Nov 13, 2023 Term

INCLEMENT WEATHER AND EMERGENCY CLOSURE POLICY Circuit Court will be closed when the City Government (not the City schools) is closed or when the City Government is two (2) or more hours late in opening due to inclement weather or emergency. Refer to www.alexandriava.gov or call 703-746-4636 (City Employee Hotline).

** AJIS/IT staff follows the City's inclement weather policy and shall report to work if the City is open or on delayed arrival.**

HOLIDAYS – 2023 *updated 11/30/23 (Court is open on 12/22/2023 until 12:00pm)

January 2	New Year's Day (observed)	October 9	Indigenous Peoples Day
January 16	M.L. King, Jr.	November 7	Election Day (state holiday)
February 20	George Washington Day	November 10	Veterans' Day (court closed)
May 15-19	Judicial Conf (court not in session)	November 22	Court closes at 12:00 p.m.
May 29	Memorial Day	November 23	Thanksgiving
June 19	Juneteenth	November 24	City Holiday
July 3	Supreme Court Holiday	December 22	NEW Court closes at 12:00 p.m.
July 4	Independence Day	December 25	Christmas Day
September 4	Labor Day	December 26	City Holiday (in lieu of Christmas Eve)