

VIRGINIA:

IN THE CIRCUIT COURT OF THE CITY OF ALEXANDRIA

Plaintiff

VS

Civil Case No. _____

Defendant

TERM DAY PRAECIPE

Term Day is at 9:00 a.m. on the 2nd Monday of
JANUARY- MAY- JULY- SEPTEMBER – NOVEMBER

The Clerk of said Court will please place the above case on the TERM DAY DOCKET to be called at 9:00 a.m. on the _____ day of _____, 20_____.

Deadline: A praecipe for Term Day must be filed with the Clerk of Circuit Court no later than the Wednesday preceding the Term Day.

=====

CERTIFICATE OF SERVICE

I hereby certify that NOTICE of the foregoing praecipe has been delivered/mailed on the _____ day of _____, 20____ to _____, Counsel for Plaintiff/Defendant.

Instructions

Mail or deliver this copy to
J. GREG PARKS, CLERK
520 KING STREET #307
ALEXANDRIA, VA 22314
703.746.4044

Person submitting form

Counsel for Plaintiff/Defendant

ADDRESS:

TELEPHONE NUMBER:
