

Circuit Court of Alexandria, Virginia

Judges
KATHLEEN M. USTON
REBECCA J. WADE
HEIDI E. MEINZER



Courthouse
520 King Street
Alexandria, VA 22314-3164
703.746.4123
www.alexandriava.gov/CircuitCourt

COMMONWEALTH DAY filing deadlines - OCTOBER 2026

Posted to website on 7/21/26

1. FILING GUIDANCE is on the Court's website www.alexandriava.gov/CircuitCourt > scroll to Local Procedures: Criminal.
2. FORMS for required documents are on the Court's website > scroll to Forms
General: (1) Praecipe-criminal cases
(2) Form DC354 Custodial Transportation Order
Bond appeals: (3) DC370 Notice of Appeal-Criminal
(4) Proposed bond order
3. ALLOWABLE ADD-ON MOTIONS: Bond motions; continuance; expert funds; furlough; jury election or waiver; note/substitute or withdrawal of counsel; plea disposition; probation violation if resolved; set date; speedy trial waiver.
4. NON-ALLOWABLE ADD-ON MOTIONS: Competency evaluation or hearing; deferred disposition; motions; reconsiderations.

October 1, 2026 Docketing deadlines CW Day docket (First Thursday) **

FIRST THURSDAY – SHORT DOCKET

Substantive motions	Not allowed on First Thursday		
Non-substantive motions (up to 1 hour)	Sept 25	12:00pm	(Friday 1 week prior)
Response to non-sub motion	Sept 29	12:00pm	(Tuesday; 2 business days prior to hearing)
Allowable add-on motions	Sept 29	1:00pm	(Tuesday; 2 business days prior to hearing)
Docket publication	Sept 25	DRAFT docket (Friday; 1 week prior)	
	Sept 30	FINAL docket (Wednesday; 1 day prior)	

October 8, 2026 Docketing deadlines CW Day docket (Regular CW Day) **

Substantive motions (up to 2 hours)	Sept 25	12:00	(Friday; 2 weeks prior)
Response to substantive motion	Oct. 2	12:00pm	(Friday; 1 week prior)
Non-substantive motions (up to 2 hrs)	Oct 2	12:00pm	(Friday 1 week prior)
Response to non-substantive motion	Oct 6	12:00pm	(Tuesday; 2 business days prior to hearing)
Allowable add-on motions	Oct 6	1:00pm	(Tuesday; 2 business days prior to hearing)
Docket publication	Oct 2	DRAFT docket (Friday; 1 week prior)	
	Oct 7	FINAL docket (Wednesday; 1 day prior)	

October 15, 2026 Docketing deadlines CW Day docket (Regular CW Day) **

*Early deadlines due to 10/12 holiday

Substantive motions (up to 2 hours)	Oct 1 (early)	12:00	(Friday; 2 weeks prior)
Response to substantive motion	Oct. 8 (early)	12:00pm	(Friday; 1 week prior)
Non-substantive motions (up to 2 hrs)	Oct 8 (early)	12:00pm	(Friday 1 week prior)
Response to non-substantive motion	Oct 13	12:00pm	(Tuesday; 2 business days prior to hearing)
Allowable add-on motions	Oct 13	1:00pm	(Tuesday; 2 business days prior to hearing)
Docket publication	Oct 8 (early)	DRAFT docket (Friday; 1 week prior)	
	Oct 14	FINAL docket (Wednesday; 1 day prior)	

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COMMONWEALTH DAY filing deadlines - OCTOBER 2026 (continued)

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October 22, 2016 Docketing deadlines CW Day docket (Regular CW Day) **

*Early deadlines due to 10/12 holiday

Substantive motions (up to 2 hours)	Oct 8 (early)	12:00	(Friday; 2 weeks prior)
Response to substantive motion	Oct 16	12:00pm	(Friday; 1 week prior)
Non-substantive motions (up to 2 hrs)	Oct 16	12:00pm	(Friday 1 week prior)
Response to non-substantive motion	Oct 20	12:00pm	(Tuesday; 2 business days prior to hearing)
Allowable add-on motions	Oct 20	1:00pm	(Tuesday; 2 business days prior to hearing)
Docket publication	Oct 16	DRAFT docket	(Friday; 1 week prior)
	Oct 21	FINAL docket	(Wednesday; 1 day prior)

October 29, 2016 Docketing deadlines CW Day docket (Regular CW Day) **

Substantive motions (up to 2 hours)	Oct 16	12:00	Friday; 2 weeks prior)
Response to substantive motion	Oct 23	12:00pm	(Friday; 1 week prior)
Non-substantive motions (up to 2 hrs)	Oct 23	12:00pm	(Friday 1 week prior)
Response to non-substantive motion	Oct 27	12:00pm	(Tuesday; 2 business days prior to hearing)
Allowable add-on motions	Oct 27	1:00pm	(Tuesday; 2 business days prior to hearing)
Docket publication	Oct 23	DRAFT docket	(Friday; 1 week prior)
	Oct 28	FINAL docket	(Wednesday; 1 day prior)

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COMMONWEALTH DAY filing deadlines - NOVEMBER 2026

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November 5, 2026 Docketing deadlines CW Day docket (First Thursday) ** (Early deadlines due to 11/3 holiday)

FIRST THURSDAY – SHORT DOCKET

Substantive motions	Not allowed on First Thursday		
Non-substantive motions (up to 1 hour)	Oct 29 (early)	12:00pm	(Friday 1 week prior)
Response to non-sub motion	Nov 2 (early)	12:00pm	(Tuesday; 2 business days prior to hearing)
Allowable add-on motions	Nov 2 (early)	1:00pm	(Tuesday; 2 business days prior to hearing)
Docket publication	Oct 29 (early)	DRAFT docket (Friday; 1 week prior)	
	Nov 4	FINAL docket (Wednesday; 1 day prior)	

November 12, 2026 Docketing deadlines CW Day docket (Regular CW Day) ** *Early deadlines due to 11/3 and 11/11 holidays

Substantive motions (up to 2 hours)	Oct 28 (early)	12:00	(Friday; 2 weeks prior)
Response to substantive motion	Nov 4 (early)	12:00pm	(Friday; 1 week prior)
Non-substantive motions (up to 2 hrs)	Nov 5 (early)	12:00pm	(Friday 1 week prior)
Response to non-substantive motion	Nov 9 (early)	12:00pm	(Tuesday; 2 business days prior to hearing)
Allowable add-on motions	Nov 9 (early)	1:00pm	(Tuesday; 2 business days prior to hearing)
Docket publication	Nov 5 (early)	DRAFT docket (Friday; 1 week prior)	
	Nov 10 (early)	FINAL docket (Wednesday; 1 day prior)	

November 19, 2026 Docketing deadlines CW Day docket (Regular CW Day) ** *Early deadlines due to 11/11 holiday

Substantive motions (up to 2 hours)	Nov 5 (early)	12:00	(Friday; 2 weeks prior)
Response to substantive motion	Nov 13	12:00pm	(Friday; 1 week prior)
Non-substantive motions (up to 2 hrs)	Nov 13	12:00pm	(Friday 1 week prior)
Response to non-substantive motion	Nov 17	12:00pm	(Tuesday; 2 business days prior to hearing)
Allowable add-on motions	Nov 17	1:00pm	(Tuesday; 2 business days prior to hearing)
Docket publication	Nov 13	DRAFT docket (Friday; 1 week prior)	
	Nov 18	FINAL docket (Wednesday; 1 day prior)	

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COMMONWEALTH DAY filing deadlines - NOVEMBER / DECEMBER 2026

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November 26, 2026 Court closed (Thanksgiving holiday)

December 3, 2026 Docketing deadlines CW Day docket (First Thursday) **
(Early deadlines due to 11/26-27 holidays; Court closes at 12:00pm on 11/25)

FIRST THURSDAY – SHORT DOCKET

Substantive motions	Not allowed on First Thursday		
Non-substantive motions (up to 1 hour)	Nov 25 (early)	12:00pm	(Friday 1 week prior)
Response to non-sub motion	Dec 1	12:00pm	(Tuesday; 2 business days prior to hearing)
Allowable add-on motions	Dec 1	1:00pm	(Tuesday; 2 business days prior to hearing)
Docket publication	Nov 25 (early)	DRAFT docket	(Friday; 1 week prior)
	Dec 2	FINAL docket	(Wednesday; 1 day prior)

December 10, 2026 Docketing deadlines CW Day docket (Regular CW Day) **
*Early deadlines due to 11/26 and 11/27 holidays; Court closes at 12pm on 11/25

Substantive motions (up to 2 hours)	Nov 25 (early)	12:00	Court closes at 12:00pm (Friday; 2 weeks prior)
Response to substantive motion	Dec 4	12:00pm	(Friday; 1 week prior)
Non-substantive motions (up to 2 hrs)	Dec 4	12:00pm	(Friday 1 week prior)
Response to non-substantive motion	Dec 8	12:00pm	(Tuesday; 2 business days prior to hearing)
Allowable add-on motions	Dec 8	1:00pm	(Tuesday; 2 business days prior to hearing)
Docket publication	Dec 4	DRAFT docket	(Friday; 1 week prior)
	Dec 9	FINAL docket	(Wednesday; 1 day prior)

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COMMONWEALTH DAY filing deadlines - **DECEMBER 2026**

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December 17, 2026 Docketing deadlines CW Day docket (Regular CW Day) **

Substantive motions (up to 2 hours)	Dec 4 12:00	(Friday; 2 weeks prior)
Response to substantive motion	Dec 11 12:00pm	(Friday; 1 week prior)
Non-substantive motions (up to 2 hrs)	Dec 11 12:00pm	(Friday 1 week prior)
Response to non-substantive motion	Dec 15 12:00pm	(Tuesday; 2 business days prior to hearing)
Allowable add-on motions	Dec 15 1:00pm	(Tuesday; 2 business days prior to hearing)
Docket publication	Dec 4 DRAFT docket	(Friday; 1 week prior)
	Dec 16 FINAL docket	(Wednesday; 1 day prior)

December 24, 2026 Docketing deadlines – Court is closed

December 31, 2026 Docketing deadlines – Court is closed