

The Honorable Charles G. Crawford

Circuit Criminal – Division N

Tatum Reed, Judicial Assistant

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### **Court Instructions:**

- When scheduling a hearing, please contact the Judicial Assistant *via email* for available hearing times. When requesting a hearing, please include opposing counsel and provide e-filed Motion and the amount of time being requested. Once the Judicial Assistant confirms the date and time is still available, a Notice of Hearing needs to be filed within 24 hours.
- If a hearing is cancelled, please contact the Judicial Assistant with a copy of the Notice of Cancellation at your earliest convenience.

### **Hearings regarding Attorney's Fees & the Justice Administrative Commission:**

- Please email a copy of the e-filed Motion, JAC's response, any other necessary attachments, and proposed order to the Judicial Assistant. If JAC objects, this matter will have to be set for a hearing.

## **Microsoft Teams and in-person hearings:**

- Defendant's appearance **in person is required** for Calendar Call. If your client is in custody and wishes to plea at calendar call, you must request for a transport the day before the hearing.
- If your case is set for **Jury Trial or Calendar Call**, you must **appear in person** with your client. If you were advised you are on a 4-hour call at the last Calendar Call, you **do not** need to show up, until the court advises you to do so. The list of cases set for Trial may or may not be tried in the order presented.
- Attorneys may continue to appear via Microsoft Teams for **Docket Sounding and VOP Arraignment**. If you would rather appear in person, you may do that as well.
- The Judicial Assistant will send out the TEAMS link no later than noon the day before the hearing.
- Inmates will be transported from the Brevard County Jail for the following proceedings: Jury Trials, Bond hearings, Violation of Probation Hearings and Pleas. If you need your client transported for a different type of hearing, please make this request with the Judicial Assistant at least 24-48 hours prior to the hearing.

## **Motions to Modify or Terminate Probation:**

- Please email a copy of the e-filed Motion and the State's response to the Judicial Assistant.

If the State objects, the Judicial Assistant will provide hearing time for the State and Defense to coordinate.