

ARLINGTON COUNTY GENERAL DISTRICT COURT

MEMORANDUM

TO: Arlington Practitioners, Legal Professionals, Litigants, and Interested Parties

FROM: Arlington General District Court; Judicial Chambers

*John 1-7-2022*

**POLICY REGARDING INCLEMENT WEATHER OR OTHER EMERGENCY  
REQUIRING COURTHOUSE DELAYED OPENING AND/OR COURTHOUSE CLOSING**

I. **COURTHOUSE CLOSING POLICY.** In the event the Arlington County Courthouse is closed due to inclement weather or any other emergency, all matters docketed on the date the Court is closed will be docketed, as follows:

A. **Civil Matters.** All civil trials, motions, returns, and/or pretrial conferences will be reset by the Clerk's Office after efforts are made to get available dates from counsel and/or the parties.

B. **Traffic Court Matters (Courtroom 3C).** All traffic court matters scheduled for hearing in Courtroom 3C will be reset by the Clerk's Office to available officer dates and notices sent to defendants.

C. **Criminal Court Matters.** All Criminal Court Matters will be docketed, as follows:

1. **Bond and other Motions/Status Hearings/In-Custody Arraignments.** All motions (including bond motions), status hearings, and in-custody arraignments will be docketed for hearing on the Court's regular criminal court docket the following business day that the Court is open. If counsel or a pro-se defendant is not available or not present, the case will be removed and will need to be reset by counsel or the pro-se defendant.

2. **Out-of-custody arraignments.** Out-of-custody arraignments will be reset by the Clerk's Office and notices will be sent to defendants.

3. **Criminal Trials and Preliminary Hearings.** All criminal trials and preliminary hearings will be reset for trial and/or preliminary hearing by the Clerk's Office. Notices will be sent to counsel and/or pro-se defendants. If the date selected is not convenient for the parties, a new date can be selected after filing a motion or upon submitting an agreed order.

II. **DELAYED OPENING POLICY.** In the event the Arlington County Courthouse opens on a delayed scheduled due to inclement weather or any other emergency, all matters will remain on the Court's docket for that date and resume, as follows:

All matters that were scheduled at a time before the delayed opening will remain on the docket but will be docketed for the time that Court opens.

All matters that were scheduled at a time after the delayed opening will remain on the docket and be heard at that regularly scheduled docket time.