

1 ~~Rule 4-101. Calendaring court sessions.~~

2 ~~Intent:~~

3 ~~To establish a procedure for calendaring court sessions and cases.~~

4 ~~Applicability:~~

5 ~~This rule shall apply to all trial courts of record.~~

6 ~~Statement of the Rule:~~

7 ~~(1) The clerk of court of record shall, prior to October 1 of each year, schedule the~~  
8 ~~time for holding court for each court site within that court's jurisdiction.~~

9 ~~(2) The clerk of court shall annually prepare a court calendar which shall include:~~

10 ~~(A) The locations within that court's jurisdiction in which court will be held.~~

11 ~~(B) The dates when court will be held.~~

12 ~~(3) The calendar shall be submitted to the Administrative Office prior to October 1 of~~  
13 ~~each year. Calendars shall run from January 1 through December 31 of the following~~  
14 ~~year.~~

15 ~~(4) The calendar shall be posted in a conspicuous location at the appropriate~~  
16 ~~courthouse.~~

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