

COUNTY COURT 6 SUBMISSION HEARING REQUEST FORM

CASE NUMBER: _____

STYLE: _____

ATTORNEY REQUESTING HEARING AND EMAIL ADDRESS: _____

DEFAULT OR SUMMARY JUDGMENT?: _____

IS YOUR MOTION AND ORDER FILED (Y/N)?: _____ (Note: Hearing will not be set until Motion/Order is filed)

IF YOU KNOW THE OPPOSING PARTY'S EMAIL ADDRESS, PLEASE PROVIDE IT: _____

PLEASE FOLLOW THE COURT'S REQUIREMENTS STATED BELOW.

The scheduling party is responsible for noticing the other party/parties of the submission hearing by regular mail and certified mail, return receipt requested. Additionally, the Notice of Hearing MUST be e-filed with the County Clerk's Office.

- The Court requires the scheduling party to provide 28 days notice, and the Notice of Hearing MUST include the following:
 - The hearing will be held by submission.
 - The Court's physical address – 1422 Eugene Heimann Circle, Richmond, Tx 77469.
 - The Certificate of Service must include the certified mail tracking number.

Please be advised that the hearing will not be scheduled until this form is completed and submitted to the Court Coordinator at Court6Civil@fortbendcountytexas.gov.

Internal Use Only:

Scheduled Hearing Date: _____

Motion/Order Bench Queue: _____ Citation Served: _____ NOH filed: _____

28 days notice: _____ LKA: _____ Military Aff/Printout: _____