

**JUDGE'S STANDING ORDER NO. 3**  
**COURT SETTINGS**

**DOCKET SETTINGS**

**IT IS ORDERED** that a Defendant or his/her attorney, who appears at the Clerk's Window any time prior to a "Warrant Status", may without the requirement of posting bond, obtain a setting on the Court's "Pre-Trial" docket, if applicable.

**CONTINUANCES**

**IT IS ORDERED** that a motion for continuance must be in writing and filed with the Court two (2) business days prior to the Court setting in order to continue a case on the Court's docket. Deviations from this procedure must be approved by the Court.

**IT IS ORDERED** that for all Jury and Bench Trials a motion for continuance must be in writing and filed with the Court seven (7) business days prior to the Court setting in order to continue a case on the Court's docket. Deviations from this procedure must be approved by the Court.

Any party may obtain one (1) continuance without agreement from the opposing party and without the requirement of posting a bond. Any "Motion for Continuance" requested at the Court Clerk's Window must include a corresponding order for the Court's signature. Additional resets must be approved by the Court.

All prior standing orders in conflict with this order are hereby withdrawn and are of no further effect.

SIGNED AND ENTERED on this the 16<sup>th</sup> day of OCTOBER, 2023.

  
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William B. Kingman  
Presiding Judge  
City of Terrell Hills Municipal Court

