

**PRAECIPE FOR
CIVIL / DOMESTIC
MOTION**

Address: Central Assignment, 101 E. Huron St., P.O. Box 8645, Ann Arbor, Michigan 48107-8645 Telephone: (734) 222-3383 Fax: (734) 222-3084

ALL BLANKS ON THIS PRAECIPE MUST BE PROPERLY COMPLETED. FAILURE TO COMPLY WITH THIS REQUIREMENT MAY RESULT IN THE COURT DECIDING NOT TO HEAR YOUR MOTION.

_____ VS _____
(Plaintiff) (Defendant)

1. I wish to place a Motion for (state nature of motion in brief form): _____

on the Motion Docket for _____, _____ at _____.
(Day) (Date) (Time)

BEFORE SUBMITTING THIS PRAECIPE TO THE COURT, YOU ARE REQUIRED TO CONTACT THE OTHER ATTORNEY OR PARTY (if in Pro Per) TO DETERMINE WHETHER THE SUBJECT OF YOUR MOTION IS A CONTESTED ISSUE. PLEASE INDICATE BELOW THAT YOU HAVE COMPLIED WITH THIS REQUIREMENT, OR EXPLAIN WHY IT WAS NOT POSSIBLE TO DO SO.

2. a. I have contacted opposing attorney/party and have been informed that this motion will / will not **(CIRCLE ONE)** be contested.

b. I have not contacted opposing attorney/party for the following reason: _____

3. Are you serving by **MAIL**?
Opposing party must be served at least 9 days before the hearing date.

OR

Are you serving in **PERSON**?
Opposing party must be served at least 7 days before the hearing date.

4. Motion has been filed with the Clerk's Office

Dated: _____

(Signature of Moving Attorney/Party)

(Name of Attorney for Plaintiff)

Attorney for _____

(Name of Attorney for Plaintiff)

(Street Address of Moving Attorney/Party)

(Name of Attorney for Defendant)

(City, State, and Zip Code of Moving Attorney/Party)

(Name of Attorney for Defendant)

(Telephone Number of Moving Attorney/Party)

PRAECIPES shall be FILED in the Central Assignment Office, Room 1110, at least 7 days before the time set for hearing.

COURT USE ONLY (Do Not Write below line)

_____ Adj to _____

_____ Adj to _____

