

279th District Court Information Sheet
Judge Randy Shelton

Renee Bouse, Court Coordinator
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835-8655 Telephone
835-8764 Facsimile

Court Schedule:

Monday and Wednesday at 8:30 a.m. and 1:30 p.m. – uncontested final hearings, defaults, contested and uncontested temporary orders, motions to withdraw and other ancillary matters.

Tuesday - CPS and Juvenile cases only.

Thursday and Friday at 9:00 a.m. and 1:30 p.m. are contested final hearings only.

Friday at 8:30 a.m. are uncontested final hearings and defaults only.

Scheduling Procedures:

Uncontested Divorces: (waivers, defaults or agreed) These are heard every morning at 8:30 a.m. and afternoons at 1:30 p.m. on Monday and Wednesday. Please select the day you would like the case set. We need to know the cause number, the last name on the case, the type (i.e., waiver, default or agreed) and the day you would like it set. You may contact the court with this information via email, fax or telephone message. If you are selecting Monday or Wednesday, please be sure to specify a.m. or p.m. If there is a problem with your choice of day, Renee will contact you; otherwise, your case will be set as you asked. You will not receive a confirmation that your communication was received.

Temporary Hearings: a “walk-through” is usually best, especially if you have an emergency situation or pleadings outside the norm. Otherwise, place a post-it or other type of note on your pleadings or in your cover letter, which indicates 2 or 3 days on which you would like the temporary hearing set. This should be no sooner than 7 days from the filing day or later than 14 days from the filing day. The Court will schedule the hearing on one of the days you request and notify you by email or phone message of the day selected. Do not select a Tuesday as the 279th does not have a regular docket on Tuesdays.

Contested Final Trial Settings: Please send a letter or email requesting a final contested trial setting, indicating jury or non-jury and the length of time you anticipate needing. You will be contacted by Renee to schedule the trial.

Please advise your staff: The Court does not have information regarding filing and service fees. We do not have information on service, citations or returns of citations. Please call Domestic Relations for that information at 835-8654.

Thank you for helping us to be more productive in serving Jefferson County.