

### **Rule 43. Motions**

(a) Form. An application to the judicial officer for an order shall be by motion. A motion other than one made during a fact-finding or other hearing shall be in writing unless the judicial officer permits it to be made orally. Each motion shall be accompanied by a statement of the specific points and authorities that support the motion, and by a proposed order. All citations to cases decided by the United States Court of Appeals for the District of Columbia Circuit shall include the volume number and page of both U.S. App. D.C. and the Federal Reporter. If the movant wishes a hearing on the motion, the request shall be included in the motion. Except as required by law or these Rules, the judicial officer may in his or her discretion decide the motion without a hearing.

(b) Service and filing. Except as otherwise provided by these Rules, all motions may be served by mailing a copy thereof to all counsel of record and to any unrepresented party, together with a notice giving the date, time and place of hearing, if any. The motion, including a certificate of service, shall be filed with the Clerk of the Family Court. A statement of opposing points and authorities shall be similarly filed and served. A courtesy copy of any motion or opposition to any motion shall be delivered, mailed or faxed to the chambers of the judicial officer assigned to the case.

(c) Time for filing. All pretrial motions shall be filed no later than 15 days prior to the pretrial conference unless leave of the Court is obtained for later filing. A statement of opposing points and authorities shall be filed and served within 10 days of the filing of the motion. If a statement of opposing points and authorities is not filed within the prescribed time, the judicial officer may treat the motion as conceded. Motions filed after a fact-finding hearing, except for emergency motions, shall be filed at least 15 days prior to the next scheduled hearing, and oppositions within 10 days of the filing of the motion unless the judicial officer retaining the case sets an alternate schedule.

(d) Notice of orders. Immediately upon the entry of an order made on a written motion, the Clerk shall mail to each party a notice thereof and shall make a note in the docket of the mailing.

(e) Matters taken under advisement. When a judicial officer takes any motion or other matter under advisement, the Clerk shall note on the docket the date on which the matter was taken under advisement. If within 30 days of such date a decision has not been rendered by the judicial officer, the Clerk shall send notice of that fact to the judicial officer and shall repeat such notice every 30 days thereafter until a decision is rendered. If no decision has been rendered within 60 days of the issuance of the first notice, the Clerk thereafter shall so advise the judicial officer and the Chief Judge. The Chief Judge may take any action he or she deems appropriate in order to cause the matter to be decided promptly.