

DUMONT MUNICIPAL COURT ADJOURNMENT POLICY

All matters will proceed on their scheduled court date unless an adjournment request is submitted to and approved by the Municipal Court staff. If an adjournment request is received, it should **not** be assumed that the adjournment has been granted. No one is entitled to an adjournment as a matter of course.

- All attorney requests for adjournments must be made in writing at least 4 days prior to the scheduled court date. The written request may be submitted by mail, fax or email. It shall include the reason the adjournment is necessary, such as lack of discovery, attorney scheduling conflict or witness unavailability. The court reserves the right to require proofs relative to the request (court notices from conflict courts, doctor's note, travel itineraries, etc.)
- Discovery adjournment requests must be made before the municipal court judge during a scheduled court session for any cases greater than 45 days.
- Pro se (self-represented) defendants whose case is greater than 45 days must request an adjournment in writing at least 4 days prior to the scheduled court date. The written request must detail the reason and include and supporting documentation (doctor's note, travel itineraries, etc.) A pro se defendant that has had 2 or more prior adjournments must make the request on record to the municipal court judge during a scheduled court session.
- EMERGENT REQUESTS – Adjournment request due to illness, accident or other anticipated events should be substantiated. An attorney's certification of representation (as an officer of the court) may be deemed to be satisfactory, at the discretion of the court
- Adjournments are not to be considered granted unless confirmed by the municipal court staff.