

CIVIL COURT OF THE CITY OF NEW YORK


141 LIVINGSTON STREET
BROOKLYN, NY 11201



CHAMBERS OF
HON. CAROLYN WALKER-DIALLO, MBA
SUPERVISING JUDGE AND ACTING JUSTICE OF THE
SUPREME COURT

MEMORANDUM

To: Kings County Civil Court No-Fault Practitioners

From: Hon. Carolyn Walker-Diallo 
Supervising Judge, New York City Civil Court, Kings County

Re: Kings County Virtual No-Fault Calendar Calls (Parts 40 and 41)

Date: June 26, 2020

BEGINNING JULY 6, 2020, Kings County Civil Court will begin daily calendar calls for Parts 40 and 41 cases ONLY. Two attorney cases pending in Parts 30 and 32 will be assigned to individual judges and will be contacted by the assigned judge's court attorney. All calendar calls will be held virtually. Attorneys should not appear at the courthouse.

Attorneys will receive, by email, a link to the virtual calendar call, which will be held via Skype For Business. This link will be used for each daily calendar call. **The Skype call will open at 9:30 a.m. to give attorneys an opportunity to conference cases in an attempt to settle matters.** The link will be sent prior to July 6, 2020.

The Virtual Calendar Call Will Begin At 11:00 a.m.

1. FIRST TIME ON CASES

The Court will automatically adjourn all first time on cases and will issue a daily briefing schedule for all motions. Motions previously administratively adjourned due to the COVID-19 health emergency will be given a first-time on date and issued the daily briefing schedule even though the motions are technically second time on the calendar.

For example, if the motion is adjourned to February 23, 2021 from July 6, 2020, the cross motion is due September 23, 2020. Opposition to motion and opposition to cross motion is due November 23, 2020. Any replies must be served no later than January 23, 2021.

2. FULLY SUBMITTED MOTIONS

For motions previously filed by paper, the motion should be uploaded via EDDS if the parties cannot agree to settle the matter. Please upload the motion as one document. Do not separate the motion. For example, do not upload the notice of motion as one document, the affirmation as another, etc.

Once all motion papers are submitted via EDDS, please note the document identification number for each document. Please send ONE email with the document identification numbers for the moving papers, opposition, cross-motion, and replies, copying opposing counsel on the email. This will require coordination by both sides. By doing this, the Court can retrieve the motion quickly and import the motion papers into UCMS so the judge can review on the day the motion is on the calendar.

All emails should be sent to: kingscivilmotiondispo@nycourts.gov

The subject matter should include the Calendar Number, Calendar Date, and the subject line “Fully Submitted Motion”.

YOU MUST UPLOAD ALL FULLY SUBMITTED MOTIONS AND EMAIL THE COURT THE DOCUMENT IDENTIFICATION NUMBERS AS DESCRIBED ABOVE AT LEAST ONE WEEK BEFORE THE MOTION IS ON THE CALENDAR.

3. PROPOSED CONSENT ORDERS

All proposed consent orders must be emailed to:

kingscivilmotiondispo@nycourts.gov

Please copy opposing counsel on the email and attach the proposed consent order.

The subject matter must include the Calendar Number, Calendar Date, and the subject line “Proposed Consent Order”.

You may send the proposed consent order prior to the calendar date but no later than 2pm on the day the motion is on the calendar. Please note that you may need to attach a copy of the motion for the judge to review if the judge does not have electronic or paper copies of the motion.

THE COURT IS NOT CURRENTLY ISSUING DEFAULTS. HOWEVER, THIS IS SUBJECT TO CHANGE.