

PROCEDURES OF THE LAKE SUPERIOR COURT  
CRIMINAL DIVISION MAGISTRATES

**Initial hearings for Defendants who have posted bond:** Defense counsel are encouraged to file motions to waive initial hearings. *However, the motion must indicate that counsel has advised his/her client of the charges, penalties and legal and constitutional rights.* The motion should be accompanied by the Confidential Information form which includes the Defendant's contact information (e-mail address included).

**Formal Appearances:** Defendants with retained counsel are encouraged to waive formal appearances and affirm the dates established at the Initial Hearing.

**Petitions to Revoke Probation cases: Hearings for Defendants who are in custody will continue to be at 8:30 by ZOOM.** Attorneys should use Telmate to speak with their in custody clients BEFORE the hearing as time is limited.

**For Defendants who are not in custody, in person hearings will be held in the Magistrates' Courtroom (B207) at 9:00.** If defense counsel only intends to request a continuance, counsel are encouraged to file a motion to continue. However, counsel should contact the Defendant's probation officer and indicate that the officer does not object to the continuance. In addition, counsel may appear with his/her client by Zoom (for example, in the attorney's office) if the probation officer does not object to the Defendant appearing remotely.