

**BETH BURNETT**  
COURT ADMINISTRATOR



FIRST CHANCERY COURT DISTRICT  
STATE OF MISSISSIPPI

SERVING THE COUNTIES OF: ALCORN • ITAWAMBA • LEE • MONROE • PONTOTOC • PRENTISS • TISHOMINGO • UNION

**MEMORANDUM**

**DATE:** December 21, 2010

**TO:** All Counsel Practicing in the First Chancery District

**FROM:** Beth Burnett

**RE:** January 1, 2011 Change with Regard to Orders of Setting &  
July 1, 2011 Change with Regard to Court's Starting Time

In an effort to better serve the needs of the District, new procedures are being implemented:

- Any Order of Setting entered after January 1, 2011 must state the estimated time required for the hearing. This information will then be placed on the docket to assist in setting subsequent cases. No Order Setting will be entered that does not contain this estimated trial time and the nature of the hearing.

As always, please remember to include the fax number for the attorney presenting the Order Setting below his or her name so that a copy of the Order may be returned.

A sample of an Order Setting is available at [www.chanceryadministrator.com](http://www.chanceryadministrator.com).

- Effective July 1, 2011, court for Judges Mask, Malski, and Hatcher will begin at 9:00 a.m. All Orders of Setting for a court date July 1, 2011 or after must state that court begins at 9:00 a.m.
- The above information applies only for Judges Mask, Malski and Hatcher.