

NORTH CAROLINA  
COUNTY OF WAKE

IN THE GENERAL COURT OF JUSTICE  
DISTRICT COURT DIVISION  
FILE NO. \_\_\_\_\_

Plaintiff(s)
<b>VERSUS</b>
Defendant(s)

**CIVIL MOTIONS COVER SHEET-  
FOR MOTIONS DECIDED  
WITHOUT A HEARING**

Pursuant to the Local Rules for Civil District Court, Tenth Judicial District, a party filing any of the following types of motions, subpoenas, consent orders or judgments that can be decided without a hearing must submit the following to the Clerk of Superior Court in Room 102 of the Wake County Courthouse:

**MOTIONS/SUBPOENAS:** The file-stamped original Motion and all filed-stamped copies of the motion along with 3 copies of the proposed order (unfiled).

**CONSENT ORDERS/JUDGMENTS:** Unfiled copies of the proposed order/judgment.

**TYPE OF SUBMISSION**

<input type="checkbox"/> Motion for Default Judgment Without a Hearing (Rule 55(b)2)(b))	<input type="checkbox"/> Motion for Order to Show Cause
<input type="checkbox"/> Motion to Continue	<input type="checkbox"/> Motion to Withdraw
<input type="checkbox"/> Motion for Inactive Order ( <i>excluding cases scheduled for arbitration</i> )	<input type="checkbox"/> Motion, Other: _____
<input type="checkbox"/> Motion for Order in Aid of Execution	<input type="checkbox"/> Subpoena Request
	<input type="checkbox"/> Consent Judgment/Order

Name And Address of Attorney Or Party (if self-represented) Submitting Documents	Telephone No: ( ) - _____ Email Address: _____ Courthouse Mailbox number _____
	<input type="checkbox"/> Plaintiff/Attorney <input type="checkbox"/> Defendant/Attorney

**ALL ATTACHED MOTIONS, SUBPOENAS, CONSENT ORDERS AND JUDGMENTS WILL BE SUBMITTED BY THE CLERK TO THE PRESIDING DISTRICT COURT JUDGE.**

**ALL SUBMISSIONS MUST BE ACCOMPANIED BY A STAMPED, SELF-ADDRESSED ENVELOPE UNLESS A COURTHOUSE MAILBOX NUMBER IS PROVIDED ABOVE**