

THE MAPLE VALLEY MUNICIPAL COURT
KING COUNTY, STATE OF WASHINGTON
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MVMCLR 1.4
JUDICIAL DAY

"Judicial day", means the second and fourth Thursday of the month, when the Court is regularly in session, and when specially set by the municipal court judge; and the last Wednesday of the month if a trial is set.

[Adopted effective September 1, 1999; amended September 1, 2011; amended September 1, 2013, amended January 1, 2014, amended January 1, 2016, amended April 18, 2016, amended September 1, 2016, amended September 1, 2017, amended September 1, 2018, amended September 1, 2020, amended June 28, 2021, amended September 1, 2021, amended June 16, 2023, and effective September 1, 2023.]

MVMCLR 1.5
FORM OF PLEADINGS - ACTION DOCUMENTS

Pleadings or any other document requesting action by the Court or its clerk, (other than confirming receipt and placing in the court file) shall be considered action documents. Action documents shall include a separate caption directly below the cause number on the first page, in the following form:

CLERK'S ACTION REQUIRED:

(Specify the action(s) requested)

Except to take the action(s) specifically captioned, the court clerk will not otherwise inspect any pleading or document for any request for action(s).

(Effective 1 September 2001; amended effective September 1, 2011)

MVMCIRLJ 2.4 (B) (7)
DECISION ON WRITTEN STATEMENTS

Upon timely request for a hearing to contest or mitigate a traffic infraction, the Court shall send the defendant written notice of the hearing date and time.

The defendant will also be sent a letter describing the hearing by mail option and a declaration form that must be completed by the defendant and any witnesses.

If a defendant elects to proceed by mail, the Court shall review the police officer's statement and declarations submitted by the defendant and issue a written decision by mail. Declarations must be received by the Court no later than two working days before any scheduled hearing time or they will not be considered.

(adopted and effective September 1, 2011)

MVMCIRLJ 3.5
INFRACTION HEARINGS BY MAIL

(a) The court adopts by reference Infraction Rule for the Courts of Limited Jurisdiction (IRLJ) 3.5 and amendments thereof.

(b) Any statement submitted by the defendant must be received by the court at least two working days before the scheduled hearing.

(adopted and effective September 1, 2011)

MVMCLCrRLJ 4.11
READINESS HEARING

When the defendant has not waived, or the plaintiff has made demand for, the right to a jury trial, all cases shall be set for a readiness hearing.

At this hearing:

- a) Each party will announce its intention to proceed to jury trial;
- b) All remaining pretrial issues will be raised and resolved, including, but not limited to, requests for subpoena and subpoena duces tecum, motions for joinder or severance, and motions to compel compliance with any court rules or order. Issues not raised at the conclusion of this hearing will be deemed waived, except when court efficiency or due process of law requires further hearing for presentation of evidence, submission of pertinent legal authority, and/or argument;
- c) The case will be set for jury trial, if not waived by defendant or demanded by the plaintiff pursuant to CrRLJ 6.1.1(b); and
- d) Each party will acknowledge in writing that it is subject to and bound to comply with MVMCLCrRLJ 4.12 in all respects.
The presence of the parties at this hearing is mandatory, unless waived by order of the court.

(adopted and effective September 1, 2011)

MVMCLCrRLJ 4.12
CONFIRMATION OF JURY TRIAL

Whenever a case is set for jury trial, each party is required to confirm that the case will proceed to trial by jury pursuant to this rule:

- a) Deadline for written confirmation.

The confirmation must be in writing, and filed with the court by 4:00 pm on the Tuesday immediately preceding the regular jury setting, or by 4:00 pm two

days prior to a special jury setting (excluding weekends and City holidays).

b) Contents

The written confirmations must be a certified or sworn statement to the court attesting to the truth of the following facts:

- 1) The party intends in good faith to proceed to trial by jury;
- 2) Each of the party's essential witnesses have been either:
 - A. Personally served a subpoena for the jury trial; or
 - B. Summoned by other lawful subpoena process for, and have personal knowledge of the date and time of, the jury trial; and
- 3) The party understands that it is directly responsible for full compliance with this rule, and it is likewise bound by the action or inaction of its legal representative to comply with this rule.

c) Courts action upon noncompliance.

In the event either party fails to timely comply with the mandates of this rule, the Court will as soon as practicable:

- 1) Notify the opposing party, or its legal representative, by the most recent telephone number given to the court by the party or its attorney, of the failure to comply; and
- 2) Notify all citizens summoned for the jury trial that the trial will not be held and the requirement of their presence has been waived. This notification will be recorded on the court's telephone by 5:00 pm the day preceding the jury trial setting, excluding weekends and City holidays. Nothing in this provision shall be construed as waiving or excusing the presence of the parties, or its legal representatives, at the date and time which was set for the jury trial.
 - A. Sanction for plaintiff's noncompliance.
If the plaintiff fails to comply with this rule, then, upon motion of the defendant, the court will dismiss the case without prejudice. Upon good and sufficient cause shown, the court may deny the defendant's motion to dismiss, or grant the motion with prejudice.
 - B. Sanctions for defendant's noncompliance.
If the defendant fails to comply with this rule, then the jury trial will be stricken, and in its stead, the court will conduct a hearing on the failure to comply. Furthermore, in the event the defendant fails to comply with this rule, the Court will continue trial pursuant to CrRLJ 3.3 (f).

(adopted and effective September 1, 2011)