

Circuit Court of Alexandria, Virginia

Judges
 KATHLEEN M. USTON
 REBECCA J. WADE
 HEIDI E. MEINZER



Courthouse
 520 King Street
 Alexandria, VA 22314-3164
 703.746.4123
www.alexandriava.gov/CircuitCourt

COMMONWEALTH DAY filing deadlines - **APRIL 2026**

Posted to website on 3/20/2026

1. FILING GUIDANCE is on the Court's website www.alexandriava.gov/CircuitCourt > scroll to Local Procedures: Criminal.
2. FORMS for required documents are on the Court's website > scroll to Forms
 - General: (1) Praecipe-criminal cases
 - (2) Form DC354 Custodial Transportation Order
 - Bond appeals: (3) DC370 Notice of Appeal-Criminal
 - (4) Proposed bond order
3. DOCKET PUBLICATION
 - (1) Draft docket on Friday prior to the CW Day date.
 - (2) Final docket one day prior.

April 2, 2026 10:00am First Thursday CW Day	April 9, 2026 10:00am Regular CW Day	April 16, 2026 10:00am Regular CW Day + Restitution docket
Guidance for First Thursday: Time sensitive matters only 1 hour or less; no non-jury trials on 1st Thursday 1 judge sitting for First Thursday	Guidance for Regular CW Day: 2 hours or less, including non-jury trials No jury trials starting on Regular CW Day 2 or 3 judges sitting for Regular CW Day	Guidance for Regular CW Day: 2 hours or less, including non-jury trials No jury trials starting on Regular CW Day 2 or 3 judges sitting for Regular CW Day
Substantive motions on First Thursday NOT ALLOWED on First Thursday.	Substantive motions on Regular CW Day allowed only if the filing deadlines are met Filing deadlines (1) Motion due Friday 12:00pm 2 weeks prior March 27 (2) Response due Friday 12:00pm 1 week prior April 3	Substantive motions on Regular CW Day allowed only if the filing deadlines are met Filing deadlines (1) Motion due Friday 12:00pm 2 weeks prior April 3 (2) Response due Friday 12:00pm 1 week prior April 10
Non-Substantive motions: 1st Thursday Filing deadlines (1) Motion due Friday 12:00pm 1 week prior March 27 (2) Response due Tuesday 12:00pm 2 days prior March 31 Motions allowed on First Thursday: 1 hour or less; bond appeal; competency eval/hearing; continuance; counsel (note; substitute or withdraw); deferred disposition; expert funds; furlough; jury election or waiver; plea disposition; prob violation (if uncontested); set date; speedy trial waiver Motions in limine allowed only if the last CW Day prior to trial date Cannot be scheduled on 1st Thursday docket Constitutional; substantive; reconsideration (unless that judge is assigned to 1 st Thursday docket)	Non-Substantive motions: Regular CW Day Filing deadlines (1) Motion due Friday 12:00pm 1 week prior April 3 (2) Response due Tuesday 12:00pm 2 days prior April 7 Motions allowed on Regular CW Day All non-substantive motions --- Motions listed in "First Thursday" column and --- Probation violations; reconsiderations with judge's prior approval and if that judge is sitting for the specific docket	Non-Substantive motions: Regular CW Day Filing deadlines (1) Motion due Friday 12:00pm 1 week prior April 10 (2) Response due Tuesday 12:00pm 2 days prior April 14 Motions allowed on Regular CW Day All non-substantive motions --- Motions listed in "First Thursday" column and --- Probation violations; reconsiderations with judge's prior approval and if that judge is sitting for the specific docket
Allowable add-on motions: 1st Thursday Filing deadline Tuesday 1:00pm 2 days prior March 31 Allowable add-ons for First Thursday Bond appeals; continuance; counsel (note; substitute or withdraw); expert funds; furlough; jury election or waiver; plea disposition; probation violation (if resolved); set date; speedy trial hearing	Allowable add-on motions: Regular CW Day Filing deadline Tuesday 1:00pm 2 days prior April 7 Allowable add-ons for Regular CW Day Bond appeals; continuance; counsel (note; substitute or withdraw); expert funds; furlough; jury election or waiver; plea disposition; probation violation (if resolved); set date; speedy trial hearing	Allowable add-on motions: Regular CW Day Filing deadline Tuesday 1:00pm 2 days prior April 14 Allowable add-ons for Regular CW Day Bond appeals; continuance; counsel (note; substitute or withdraw); expert funds; furlough; jury election or waiver; plea disposition; probation violation (if resolved); set date; speedy trial hearing

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April 23, 2026 10:00am Regular CW Day	April 30, 2026 10:00am Regular CW Day
Guidance for Regular CW Day: 2 hours or less, including non-jury trials No jury trials starting on Regular CW Day <u>2 or 3 judges sitting for Regular CW Day</u>	Guidance for Regular CW Day: 2 hours or less, including non-jury trials No jury trials starting on Regular CW Day <u>2 or 3 judges sitting for Regular CW Day</u>
Substantive motions on Regular CW Day allowed only if the filing deadlines are met Filing deadlines (1) Motion due Friday 12:00pm 2 weeks prior April 10 (2) Response due Friday 12:00pm 1 week prior April 17	Substantive motions on Regular CW Day allowed only if the filing deadlines are met Filing deadlines (1) Motion due Friday 12:00pm 2 weeks prior April 17 (2) Response due Friday 12:00pm 1 week prior April 24
Non-Substantive motions Regular CW Day Filing deadlines (1) Motion due Friday 12:00pm 1 week prior April 17 (2) Response due Tuesday 12:00pm 2 days prior April 21 Motions allowed on Regular CW Day All non-substantive motions --- Motions listed in "First Thursday" column and --- Probation violations; reconsiderations with judge's prior approval and if that judge is sitting for the specific docket	Non-Substantive motions Regular CW Day Filing deadlines (1) Motion due Friday 12:00pm 1 week prior April 24 (2) Response due Tuesday 12:00pm 2 days prior April 28 Motions allowed on Regular CW Day All non-substantive motions --- Motions listed in "First Thursday" column and --- Probation violations; reconsiderations with judge's prior approval and if that judge is sitting for the specific docket
Allowable add-on motions: Regular CW Day Filing deadline Tuesday 1:00pm 2 days prior April 21 Allowable add-ons for Regular CW Day Bond appeals; continuance; counsel (note; substitute or withdraw); expert funds; furlough; jury election or waiver; plea disposition; probation violation (if resolved); set date; speedy trial hearing	Allowable add-on motions: Regular CW Day Filing deadline Tuesday 1:00pm 2 days prior April 28 Allowable add-ons for Regular CW Day Bond appeals; continuance; counsel (note; substitute or withdraw); expert funds; furlough; jury election or waiver; plea disposition; probation violation (if resolved); set date; speedy trial hearing

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COMMONWEALTH DAY filing deadlines - **MAY 2026**

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May 7, 2026 10:00am First Thursday CW Day	May 14, 2026 **No Court (Judicial conference)
Guidance for First Thursday: Time sensitive matters only 1 hour or less; no non-jury trials on 1st Thursday 1 judge sitting for First Thursday	CW Day is canceled No judges on May 14 (away at Judicial conference)
Substantive motions on First Thursday NOT ALLOWED on First Thursday.	
Non-Substantive motions: 1st Thursday Filing deadlines (1) Motion due Friday 12:00pm 1 week prior May 1 (2) Response due Tuesday 12:00pm 2 days prior May 5	
Motions allowed on First Thursday: 1 hour or less; bond appeal; competency eval/hearing; continuance; counsel (note; substitute or withdraw); deferred disposition; expert funds; furlough; jury election or waiver; plea disposition; prob violation (if uncontested); set date; speedy trial waiver Motions in limine allowed only if the last CW Day prior to trial date Cannot be scheduled on 1st Thursday docket : Constitutional; substantive; reconsideration (unless that judge is assigned to 1 st Thursday docket)	
Allowable add-on motions: 1st Thursday Filing deadline Tuesday 1:00pm 2 days prior May 5	
Allowable add-ons for First Thursday Bond appeals; continuance; counsel (note; substitute or withdraw); expert funds; furlough; jury election or waiver; plea disposition; probation violation (if resolved); set date; speedy trial hearing	

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COMMONWEALTH DAY filing deadlines **MAY 2026**

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May 21, 2026 10:00am Regular CW Day + Restitution docket	May 28, 2026 10:00am Regular CW Day
Guidance for Regular CW Day: 2 hours or less, including non-jury trials No jury trials starting on Regular CW Day 2 or 3 judges sitting for Regular CW Day	Guidance for Regular CW Day: 2 hours or less, including non-jury trials No jury trials starting on Regular CW Day 2 or 3 judges sitting for Regular CW Day
Substantive motions on Regular CW Day allowed only if the filing deadlines are met Filing deadlines (1) Motion due Friday 12:00pm 2 weeks prior May 8 (2) Response due Friday 12:00pm 1 week prior May 15	Substantive motions on Regular CW Day allowed only if the filing deadlines are met Filing deadlines (1) Motion due Friday 12:00pm 2 weeks prior Thursday, May 14 (early; 5/25 holiday) (2) Response due Friday 12:00pm 1 week prior Thursday, May 21 (early; 5/25 holiday)
Non-Substantive motions: Regular CW Day Filing deadlines (1) Motion due Friday 12:00pm 1 week prior May 15 (2) Response due Tuesday 12:00pm 2 days prior May 19 Motions allowed on Regular CW Day All non-substantive motions --- Motions listed in "First Thursday" column and --- Probation violations; reconsiderations with judge's prior approval and if that judge is sitting for the specific docket	Non-Substantive motions: Regular CW Day Filing deadlines (1) Motion due Friday 12:00pm 1 week prior Thursday, May 21 (early; 5/25 holiday) (2) Response due Tuesday 12:00pm 2 days prior May 26 Motions allowed on Regular CW Day All non-substantive motions --- Motions listed in "First Thursday" column and --- Probation violations; reconsiderations with judge's prior approval and if that judge is sitting for the specific docket
Allowable add-on motions: Regular CW Day Filing deadline Tuesday 1:00pm 2 days prior May 19 Allowable add-ons for Regular CW Day Bond appeals; continuance; counsel (note; substitute or withdraw); expert funds; furlough; jury election or waiver; plea disposition; probation violation (if resolved); set date; speedy trial hearing	Allowable add-on motions: Regular CW Day Filing deadline Tuesday 1:00pm 2 days prior May 26 Allowable add-ons for Regular CW Day Bond appeals; continuance; counsel (note; substitute or withdraw); expert funds; furlough; jury election or waiver; plea disposition; probation violation (if resolved); set date; speedy trial hearing

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COMMONWEALTH DAY filing deadlines - JUNE 2026

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 - (2) Final docket one day prior.

June 4, 2026 10:00am First Thursday CW Day	June 11, 2026 10:00am Regular CW Day
Guidance for First Thursday: Time sensitive matters only 1 hour or less; no non-jury trials on 1st Thursday 1 judge sitting for First Thursday	Guidance for Regular CW Day: 2 hours or less, including non-jury trials No jury trials starting on Regular CW Day 2 or 3 judges sitting for Regular CW Day
Substantive motions on First Thursday NOT ALLOWED on First Thursday.	Substantive motions on Regular CW Day allowed only if the filing deadlines are met Filing deadlines (1) Motion due Friday 12:00pm 2 weeks prior May 29 (2) Response due Friday 12:00pm 1 week prior June 5
Non-Substantive motions: 1st Thursday Filing deadlines (1) Motion due Friday 12:00pm 1 week prior May 29 (2) Response due Tuesday 12:00pm 2 days prior June 2 Motions allowed on First Thursday: 1 hour or less; bond appeal; competency eval/hearing; continuance; counsel (note; substitute or withdraw); deferred disposition; expert funds; furlough; jury election or waiver; plea disposition; prob violation (if uncontested); set date; speedy trial waiver Motions in limine allowed only if the last CW Day prior to trial date Cannot be scheduled on 1st Thursday docket : Constitutional; substantive; reconsideration (unless that judge is assigned to 1 st Thursday docket)	Non-Substantive motions: Regular CW Day Filing deadlines (1) Motion due Friday 12:00pm 1 week prior June 5 (2) Response due Tuesday 12:00pm 2 days prior June 9 Motions allowed on Regular CW Day All non-substantive motions --- Motions listed in "First Thursday" column and --- Probation violations; reconsiderations with judge's prior approval and if that judge is sitting for the specific docket
Allowable add-on motions: 1st Thursday Filing deadline Tuesday 1:00pm 2 days prior June 2 Allowable add-ons for First Thursday Bond appeals; continuance; counsel (note; substitute or withdraw); expert funds; furlough; jury election or waiver; plea disposition; probation violation (if resolved); set date; speedy trial hearing	Allowable add-on motions: Regular CW Day Filing deadline Tuesday 1:00pm 2 days prior June 9 Allowable add-ons for Regular CW Day Bond appeals; continuance; counsel (note; substitute or withdraw); expert funds; furlough; jury election or waiver; plea disposition; probation violation (if resolved); set date; speedy trial hearing

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- DOCKET PUBLICATION
 - (1) Draft docket on Friday prior to the CW Day date.
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June 18, 2026 10:00am Regular CW Day + Restitution docket	June 25, 2026 10:00am Regular CW Day
Guidance for Regular CW Day: 2 hours or less, including non-jury trials No jury trials starting on Regular CW Day 2 or 3 judges sitting for Regular CW Day	Guidance for Regular CW Day: 2 hours or less, including non-jury trials No jury trials starting on Regular CW Day 2 or 3 judges sitting for Regular CW Day
Substantive motions on Regular CW Day allowed only if the filing deadlines are met Filing deadlines (1) Motion due Friday 12:00pm 2 weeks prior June 5 (2) Response due Friday 12:00pm 1 week prior June 12	Substantive motions on Regular CW Day allowed only if the filing deadlines are met Filing deadlines (1) Motion due Friday 12:00pm 2 weeks prior June 11 (early; 6/19 holiday) (2) Response due Friday 12:00pm 1 week prior June 18 (early; 6/19 holiday)
Non-Substantive motions: Regular CW Day Filing deadlines (1) Motion due Friday 12:00pm 1 week prior June 12 (2) Response due Tuesday 12:00pm 2 days prior June 16 Motions allowed on Regular CW Day All non-substantive motions --- Motions listed in "First Thursday" column and --- Probation violations; reconsiderations with judge's prior approval and if that judge is sitting for the specific docket	Non-Substantive motions: Regular CW Day Filing deadlines (1) Motion due Friday 12:00pm 1 week prior June 18 (early; 6/19 holiday) (2) Response due Tuesday 12:00pm 2 days prior June 23 Motions allowed on Regular CW Day All non-substantive motions --- Motions listed in "First Thursday" column and --- Probation violations; reconsiderations with judge's prior approval and if that judge is sitting for the specific docket
Allowable add-on motions: Regular CW Day Filing deadline Tuesday 1:00pm 2 days prior June 16 Allowable add-ons for Regular CW Day Bond appeals; continuance; counsel (note; substitute or withdraw); expert funds; furlough; jury election or waiver; plea disposition; probation violation (if resolved); set date; speedy trial hearing	Allowable add-on motions: Regular CW Day Filing deadline Tuesday 1:00pm 2 days prior June 23 Allowable add-ons for Regular CW Day Bond appeals; continuance; counsel (note; substitute or withdraw); expert funds; furlough; jury election or waiver; plea disposition; probation violation (if resolved); set date; speedy trial hearing