

CIVIL COURT OF THE CITY OF NEW YORK

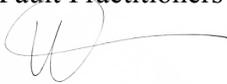
141 LIVINGSTON STREET
BROOKLYN, NY 11201



CHAMBERS OF
HON. CAROLYN WALKER-DIALLO, MBA
SUPERVISING JUDGE

MEMORANDUM

To: Kings County Civil Court No-Fault Practitioners

From: Hon. Carolyn Walker-Diallo 
Supervising Judge, New York City Civil Court, Kings County

Re: Kings County Virtual No-Fault Calendar Calls (Part 15N)

Date: September 4, 2020

BEGINNING SEPTEMBER 14, 2020, Kings County Civil Court will begin daily calendar calls for Part 15N. Part 15N is a newly created part, which only includes trial ready no-fault cases (Parts 5, 15 and 20 cases will be assigned to individual judges. The Court will contact the parties in two attorney cases to schedule a virtual conference. All calendar calls for Part 15N will be held virtually. Attorneys should not appear at the courthouse.

Attorneys will receive, by email, a link to the virtual calendar call, which will be held via Skype. This link will be used for the daily calendar call. The Skype call will open at 9:30 a.m. This will give attorneys an opportunity to conference cases in an attempt to settle matters.

The Calendar Call Will Begin At 10:00 a.m.

1. FIRST TIME ON CASES

The Court will automatically adjourn all first time on cases.

2. VIRTUAL TRIALS

Judges of the Kings County Civil Court shall begin conducting virtual trials in no-fault cases.

- A. Attorneys in cases marked “Final NFA” must be ready to proceed to virtual trial on the calendar date. Parties must also be prepared to email the Court all documents it will attempt to introduce into evidence prior to the start of trial. All documents must be in pdf format.

All emails should be sent to: kingscivilvirtualconference@nycourts.gov

The subject line should include the Calendar Number, Calendar Date, and the words “Trial Evidence”)

- B. If any party is not prepared to proceed to virtual trial, even though the case has been marked “Final NFA”, that party must notify the Court by email, copying opposing counsel, five business days before the return date. The email must provide the basis for not being prepared for trial on the calendar date.

All emails should be sent to: kingscivilvirtualconference@nycourts.gov

The subject line must include the Calendar Number, Calendar Date, and the words “Request for Adjournment in Final NFA Case”)

As cases marked “Final NFA” have been adjourned numerous times prior to March 17, 2020, they are top priority. Upon receipt of an email by the parties, the Court will either: (1) inform the parties, by email, of the Court’s decision concerning the request; or (2) schedule a conference with the parties prior to the trial date.

3. RESOLUTIONS

All proposed resolutions must be emailed to:

kingscivilvirtualconference@nycourts.gov

Please copy opposing counsel on the email and include the information the parties have agreed should be included in the resolution.

The subject line should include the Calendar Number, Calendar Date, and the words “Proposed Resolution”).

4. DEFAULTS

Beginning Tuesday, September 8, 2020, the Civil Court of the City of New York will resume entering judgments on matters before the Court where all parties are represented by counsel. Any matter that has been scheduled for a virtual or in person appearance with the Court for which a represented party has not appeared will be given one final adjournment, after which the Court may exercise its discretion in determining whether an application for dismissal or default should be granted. This policy does not apply to matters where a party is unrepresented. It also does not apply to those matters that are not currently being calendared in the Court, i.e. Consumer Debt cases or Small Claims cases.