

FORM REQUESTING CHIEF JUSTICE TO ASSIGN A SPECIAL JUDGE

Today's date: _____

Name of judge requesting a special judge: _____

County, Town, and/or Department of the assignment: _____

To: Chief Justice John Dan Kemp
Arkansas Supreme Court, Justice Building
625 Marshall Street
Little Rock, Arkansas 72201

I. A special judge is needed because:

- Every judge in this judicial circuit has recused.
- I am the only judge in this judicial circuit and have recused.
- I am the only judge in this judicial circuit and am unable to hear the necessary hearings on this day.
- I am temporarily unable to hear necessary hearings this day because _____
(e.g. sick, out-of-town, etc.), and none of the other judges in my circuit are available to hear my settings that day.
- Other need (as determined by Chief Justice): _____

II. If a special judge is necessary because the judges have all recused, please provide the following information:

- a. Case(s) to be assigned: _____
- b. Brief summary of the type of case(s)/facts or law in dispute to be heard:

- c. Jury or bench trial: _____
- d. Whether a temporary hearing is scheduled or necessary: _____
- e. Dates of any upcoming hearings and trials: _____
- f. The estimated time to hear the matter: _____
- g. Names of attorneys representing the parties: _____
- h. Other pertinent information to assist the Chief Justice in making an assignment:

III. If a special judge is necessary because the judges in the circuit are unavailable to sit, please provide the following information:

- a. Date(s) and times that a special judge are needed: _____
- b. Brief summary of the types of cases to be heard: _____
- c. Other pertinent information to assist the Chief Justice in making an assignment: _____

IV. If a special judge is needed for another purpose (other than II or III), please provide any information that may be pertinent to assist the Chief Justice in making an assignment:

V. Additional notes: _____
