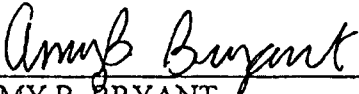



IN THE SUPERIOR COURTS OF THE  
CORDELE JUDICIAL CIRCUIT  
STATE OF GEORGIA  
  
STANDING ORDERS


The attached Standing Orders supplement the Uniform Superior Court Rules and apply only in the Cordele Judicial Circuit. In the event of a conflict between these orders and the uniform rules, the uniform rules shall control. These Standing Orders replace all former operating rules and standing orders entered prior to June 25, 2025. Any former standing order dated prior to June 25, 2025 is hereby rescinded. These Standing Orders shall govern all proceedings now pending and which are hereafter filed in the Superior Courts of the Cordele Judicial Circuit, and shall constitute notice to and be binding upon all parties, attorneys, court personnel and officers of the court. A breach or violation of any of the Uniform Superior Court Rules or any Standing Order of this circuit, may, in the discretion of the court, subject the offender to sanctions, including contempt of court.

The Clerks of the Superior Courts of the Cordele Judicial Circuit are hereby ordered to enter these Standing Orders upon the minutes of the court and to make them publicly available. These orders will also be available at [www.eighthdistrict.org](http://www.eighthdistrict.org).

This 29<sup>th</sup> day of August, 2025.

  
\_\_\_\_\_  
AMY B. BRYANT  
JUDGE OF SUPERIOR COURTS  
CORDELE JUDICIAL CIRCUIT

  
\_\_\_\_\_  
GILL BRADDY  
JUDGE OF SUPERIOR COURTS  
CORDELE JUDICIAL CIRCUIT

  
\_\_\_\_\_  
T. CHRISTOPHER HUGHES  
CHIEF JUDGE OF SUPERIOR COURTS  
CORDELE JUDICIAL CIRCUIT

**IN THE SUPERIOR COURTS OF THE  
CORDELE JUDICIAL CIRCUIT**

**STATE OF GEORGIA**

**STANDING ORDERS**

<b>2025-01</b>	<b>The Court's Expectation</b>
<b>2025-02</b>	<b>Courtroom Dress Code and Rules</b>
<b>2025-03</b>	<b>Guidelines for Excusal and Deferral of Jurors</b>
<b>2025-04</b>	<b>Court Reporters</b>
<b>2025-05</b>	<b>Criminal Action Pre-Trial Order</b>
<b>2025-06</b>	<b>Sheriffs-Appointment of Bailiffs</b>
<b>2025-07</b>	<b>Court Costs for Alternative Dispute Resolution Programs</b>
<b>2025-08</b>	<b>Accommodations for Court Proceedings in the Cordele Judicial Circuit</b>
<b>2025-09</b>	<b>Sheriffs and Bailiffs-Attendance in Court and Security</b>
<b>2025-10</b>	<b>Default Judgment Orders and Orders for Disbursement of Funds</b>
<b>2025-11</b>	<b>Modification or Contempt Actions-Copy of Prior Order Required</b>
<b>2025-12</b>	<b>Ex Parte Orders</b>
<b>2011-13</b>	<b>Calendar of Pending Civil Actions-Notice</b>
<b>2025-14</b>	<b>Civil Calendar Preparation</b>
<b>2025-15</b>	<b>Uniform Superior Court Rule 22 and Use of Recording Devices in Courtrooms</b>
<b>2025-16</b>	<b>Domestic Relations Action Standing Order</b>
<b>2025-17</b>	<b>Seminar for Divorcing Parents</b>
<b>2025-18</b>	<b>Calendar Preparation</b>
<b>2025-19</b>	<b>Case Assignment</b>
<b>2025-20</b>	<b>AI</b>

IN THE SUPERIOR COURTS OF THE  
CORDELE JUDICIAL CIRCUIT  
STATE OF GEORGIA

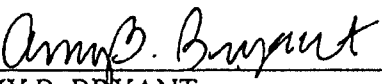
STANDING ORDER 2025-01

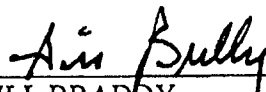
THE COURT'S EXPECTATION


Attorneys practicing in the Superior Courts of the Cordele Judicial Circuit are expected to:

- A. Represent their clients zealously and competently within the rules of the legal profession and the law. They shall communicate regularly with their clients and keep them informed. They shall attend all hearings, trials and other court proceedings with their clients.
- B. Conduct themselves with honesty, fairness, integrity, courtesy and civility when dealing with opposing parties and counsel, clients, court officials and the public, not only in court, but outside the courtroom and in all written and oral communications. As officers of the Court, they shall abstain from all offensive personality and rudeness and shall treat others with respect and dignity;
- C. Offer concern for the welfare of their colleagues in the practice of law and strive to make their association a professional friendship;
- D. Offer respect, candor and courtesy to the Court and strive to do honor to the search for justice;
- E. Strive to keep the practice of law an honored profession in the spirit of public service and seek to improve the law and the legal system whenever possible.

This 29<sup>th</sup> day of August, 2025.

  
AMY B. BRYANT  
JUDGE OF SUPERIOR COURTS  
CORDELE JUDICIAL CIRCUIT

  
GILL BRADDY  
JUDGE OF SUPERIOR COURTS  
CORDELE JUDICIAL CIRCUIT

  
T. CHRISTOPHER HUGHES  
CHIEF JUDGE OF SUPERIOR COURTS  
CORDELE JUDICIAL CIRCUIT

IN THE SUPERIOR COURTS OF THE  
CORDELE JUDICIAL CIRCUIT  
STATE OF GEORGIA  
STANDING ORDER 2025-02

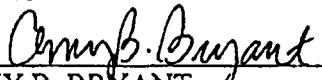
COURTROOM DRESS CODE AND RULES


All persons entering the courtroom shall please adhere to the following guidelines:


1. No clothing that depicts violence, sexual acts, profanity or illegal drugs.
2. No tank tops, tops exposing cleavage or midriff, or undershirts worn as outer shirts.
3. No clothing made of mesh or other see-through material.
4. No shorts, cut-off jeans, skirts shorter than knee-length, ripped or torn clothing.
5. No hats, caps, hoodies or other headwear except those worn for religious or medical purposes.
6. No pants worn below the waist with underwear visible.
7. No sunglasses unless for medical purposes.
8. Shoes must be worn at all times.
9. All cell phones, pagers, beepers or other electronic devices must be turned off or silenced before entering the courtroom. Violation of this rule may result in the temporary confiscation of your device or you may be asked to exit the courtroom.
10. While children are permitted in the courtroom, disruptions are not. Parties with children will be asked to step out of the courtroom if their children become disruptive.
11. No weapons of any kind are permitted in the courthouse. You will be required to go through a security checkpoint/metal detector and your belongings will be searched.
12. The use of cameras or electronic recording equipment (video or sound) is prohibited in the courtroom, except as approved by the court in advance pursuant to Uniform Superior Court Rule 22.
13. No food, beverages, chewing gum or tobacco products are allowed in the courtroom.
14. Please be on time for your proceeding. Stand when the judge enters the courtroom and stand when you are addressing the court. Address the judge as "Your Honor."
15. The courtroom is a place of order, respect and reverence for the law. Enter and leave the courtroom quietly and respectfully and always act in a respectful manner while in the courtroom.
16. Address your remarks to the court and not to the opposing party or lawyer.

The Superior Court courtrooms of this circuit are open to the public except in limited individual circumstances as determined by the court. Court personnel may inform those who enter the courtroom of any violations of these rules that they may detect but shall not prohibit any litigant, lawyer or member of the public from entering a courtroom based on such violation, except for security reasons. Court personnel shall notify the presiding judge of any violations detected. The judge shall address the alleged violation and ask the person failing to comply with these rules to remedy the violation to the extent possible. Violation of this Standing Order may be punished as contempt of court (up to a \$1,000 fine and/or 20 days in jail).

This 29<sup>th</sup> day of August, 2025.

  
\_\_\_\_\_  
AMY B. BRYANT  
JUDGE OF SUPERIOR COURTS  
CORDELE JUDICIAL CIRCUIT

  
\_\_\_\_\_  
GILL BRADDY  
JUDGE OF SUPERIOR COURTS  
CORDELE JUDICIAL CIRCUIT

  
\_\_\_\_\_  
T. CHRISTOPHER HUGHES  
CHIEF JUDGE OF SUPERIOR COURTS  
CORDELE JUDICIAL CIRCUIT

**IN THE SUPERIOR COURTS OF THE  
CORDELE JUDICIAL CIRCUIT**

**STATE OF GEORGIA**

**STANDING ORDER 2025-03 Amended 12/15/2025**

**GUIDELINES FOR EXCUSAL AND DEFERRAL OF JURORS**

The Clerks of Superior Court of the Cordele Judicial Circuit (Ben Hill, Crisp, Dooly, and Wilcox Counties) shall continue to have the authority to excuse and defer jurors in compliance with O.C.G.A. §15-12-1.

Effective immediately, the following guidelines shall supersede any guidelines previously set forth by Court Order, including Standing Order 2011-01.

**PERMANENT EXCUSALS FROM JURY DUTY:**

1. Upon certification by a physician that the juror is permanently physically or mentally disabled, such juror shall be excused and shall not be rescheduled for service. The Court hereby deems “permanent” physical or mental disability to be one for which there is no medically foreseeable or predictable improvement allowing jury service within the next year.

2. A juror who, prior to being summoned for jury service, has signed an Age Affidavit in the Clerk’s Office signifying that he or she is past the age of seventy (70) and does not wish to serve as a juror.

3. Grand Jurors who are elected state or local officials.

4. Jurors who are convicted felons, who have not been pardoned, and who have not had their civil rights restored.

5. Non-residents of said County.

**DEFERRALS FROM JURY SERVICE:**

1. Any person who shows that he or she will be engaged during his/her term of service in work necessary to the public health, safety or good order shall be entitled to **one deferral only**. Examples: Medical professionals, EMT’s, and law enforcement officers.

2. Any person who receives his jury summons less than one week before service shall be entitled to **one deferral only**.

3. Any person who is a full-time student (high school, college, technical college) or a part-time student during exams shall be entitled to **be excused or deferred**.

4. Any person who is the primary care giver having active care and custody of a child or children six (6) years or age or younger and who has no reasonably available alternative child care shall be entitled to **be excused or deferred**.

5. Any person who is the primary unpaid caregiver for a person over the age of six with physical or cognitive limitations shall be entitled to **be excused or deferred**.

6. Any person who is a primary teacher in a home study program as defined in O.C.G.A. § 20-2-690(c) who, during the period of time the person is teaching has no reasonably available alternative for the child or children in the home study program, shall **be excused or deferred**.

7. Any person who has a contagious or other temporary debilitating illness shall be entitled to **one deferral only**; and, at the discretion of the Clerk, the Clerk may ask for a doctor's excuse.

8. Any person who has a death or acute illness in his immediate family may be entitled to **one deferral only** at the discretion of the Clerk.

9. Any person who has an extreme temporary business hardship, emergency, planned operation, pre-paid vacation, etc., may be entitled to **one deferral only** at the discretion of the Clerk.

10. Any active reservist on military orders shall be excused.

11. Any legislators while the General Assembly is in session shall be excused.

**DISCRETION:**

The Clerk of Superior Court should grant excusals or deferrals reluctantly, considering only the following criteria:

1. Extent of hardship;
2. Number of jurors expected versus number needed; and
3. Promptness of juror's request.

The Clerk of Superior Court shall check with each Superior Court Judge concerning his or her term of court to determine if extra jurors are needed and shall also confer with each Judge if juror excusals and deferrals are numerous to see if more jurors should be summoned for the term.

The Clerk of Court shall furnish to the presiding Judge the list of potential jurors available for trial prior to the trial.

### DEATH PENALTY CASES:

If a death penalty case is to be tried at a particular term, only the Superior Court Judge presiding at said trial shall excuse or defer jurors.

### DOCUMENTATION

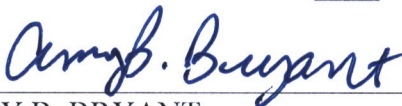
The Clerk of Superior Court shall complete a list of all excusals and deferrals at completion of each session of Court. Such list should include the reason for excusal or deferral. The number of times deferred should be listed for those deferred more than once. Such record shall be submitted to the presiding Judge for approval, and it shall be maintained by the Clerk for three (3) years.


### ENFORCEMENT

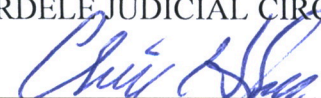
1. The Clerk shall contact by mail those jurors who failed to appear for jury service and who failed to contact the clerk beforehand. (See sample letter attached). Those jurors who respond to this letter will be either deferred to a later trial week, excused from service, considered for possible exemption from future service or referred to the Judge for a contempt hearing.

2. Those jurors who do not respond to the Clerk's letter will be summoned to a contempt of court hearing before the judge to explain their failure to appear for jury service and their failure to respond to the letter. At this hearing, if the juror is found to be in contempt of court, the judge will determine what penalty to impose, which may be a fine up to \$1,000.00 or up to 20 days in jail or both, or some other appropriate resolution of the matter.

SO ORDERED, this 16<sup>th</sup> of day December, 2025.

  
AMY B. BRYANT  
JUDGE OF SUPERIOR COURTS  
CORDELE JUDICIAL CIRCUIT

  
GILL BRADDY  
JUDGE OF SUPERIOR COURTS  
CORDELE JUDICIAL CIRCUIT

  
T. CHRISTOPHER HUGHES  
CHIEF JUDGE OF SUPERIOR COURTS  
CORDELE JUDICIAL CIRCUIT

Dear Juror,

Jury service is a civic responsibility and legal obligation for all citizens. Jury duty is a crucial component of the judicial system, ensuring that citizens participate in the administration of justice in our community.

Our records indicate that you failed to appear for jury service on \_\_\_\_\_. Georgia law provides that failure to appear for jury service is punishable as contempt of court.

To resolve this matter, please contact this office within five days of your receipt of this letter either by phone at \_\_\_\_\_ or by email at \_\_\_\_\_. A determination will be made concerning your deferral or excusal from service, your possible exemption from future service, or your referral to the judge for a hearing on a contempt citation.

Failure to respond to this letter will result in a contempt of court hearing. You will be ordered to appear before a Superior Court judge to explain your failure to appear for jury service and your failure to respond to this letter. At this hearing, if you are found to be in contempt of court, the judge will determine what penalty to impose. You may be assessed a fine up to \$1,000.00, ordered to jail for up to 20 days or subjected to such other penalty as the judge may deem appropriate. Also, failure to appear at a court ordered hearing may result in a bench warrant being issued for your arrest.

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Superior Court Clerk of Court



IN THE SUPERIOR COURTS OF THE  
CORDELE JUDICIAL CIRCUIT

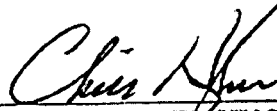
STATE OF GEORGIA

STANDING ORDER 2025-04

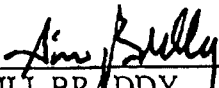
COURT REPORTERS

Court reporters do not regularly attend civil hearings in the Cordele Judicial Circuit. Any attorney or pro se party appearing before the court in a civil proceeding other than a jury trial who wants the proceeding reported shall notify the presiding Judge's administrative assistant at least forty-eight (48) hours prior to the time of said proceeding. Otherwise, such proceeding will not be reported. Any request that a civil jury trial be reported shall be made through the consolidated Pre-Trial Order.

SO ORDERED, this 29<sup>th</sup> day of August, 2025.



T. CHRISTOPHER HUGHES  
CHIEF JUDGE OF SUPERIOR COURTS  
CORDELE JUDICIAL CIRCUIT



GILL BRADDY  
JUDGE OF SUPERIOR COURTS  
CORDELE JUDICIAL CIRCUIT



AMY B. BRYANT  
JUDGE OF SUPERIOR COURTS  
CORDELE JUDICIAL CIRCUIT

IN THE SUPERIOR COURTS OF THE  
CORDELE JUDICIAL CIRCUIT

STATE OF GEORGIA

STANDING ORDER 2025-05

(This Order supersedes previous Standing Order 2011-11.)

CRIMINAL ACTION PRE-TRIAL ORDER

In all criminal cases, upon arraignment and a plea of Not Guilty having been entered by the Defendant after the date of this Order, IT IS HEREBY ORDERED AS FOLLOWS:

1. GENERAL PROCEDURES: The Court intends by this Order to establish an orderly system governing the litigation process of criminal cases in this circuit. Once a case is arraigned, there shall be a defined period of discovery, followed by a defined period for filing and hearing motions. It is crucial that counsel diligently prepare their cases and work together to resolve any discovery or other issues in a timely manner. It is likewise crucial that counsel promptly and professionally communicate with each other during the litigation and in appropriate cases negotiate in good faith.

In order to provide counsel with sufficient time to prepare their cases, following the date of arraignment cases will be placed no earlier than upon the *second* succeeding calendar for trial, unless a speedy trial has been demanded or the court has ordered otherwise. A calendar call will be scheduled at which counsel or pro se parties shall announce whether the case is or is not ready for trial. By announcing a case ready for trial, counsel and pro se parties are certifying to the Court that the case is actually ready to be tried, that discovery is complete, that necessary witnesses have been secured and that all known pre-trial matters have been heard and resolved with the exception of motions in limine, which may be briefly heard before trial.

It is possible that calendar call for a particular case could be delayed several terms due to the number of cases ahead of it. Counsel and pro se parties are expected to use the time between arraignment and calendar call to exchange discovery, to investigate and prepare their cases for trial and to argue any pre-trial motions or other matters. After calendar call, the Court will compile a list of cases that are ready for trial, with speedy trial demand cases first in order followed by cases of locally jailed defendants, followed by defendants out on bond or in the custody of the Department of Corrections or a non-local jail or prison.

A Final Plea Day will be scheduled between the date of calendar call and the first day of criminal trial week. For all cases on the ready list for trial, if a defendant wishes to enter a dispositive plea by agreement with the district attorney and not go to trial, that plea must be entered on or prior to Final Plea Day. Any dispositive plea entered after Final Plea Day will thereafter be a blind plea, even if entered at any time following trial week(s), and the judge will sentence after hearing from both sides as to what the sentence should be. While a plea agreement may be reached after Final Plea Day, it may not necessarily be accepted by the Court. The Court encourages all attorneys and pro se parties to use the many criminal hearing days scheduled throughout the term to

resolve cases and enter pleas, so that there will not be so many wanting to plead on Final Plea Day or during trial week. The Court discourages last minute pleas during trial week, so that jurors' time will be used more effectively and efficiently; such pleas will still be taken, if necessary, but according to the above blind plea procedure.

After Final Plea Day, the court will compile a short list of cases for trial during the trial week(s). Any cases not reached during the trial week(s), shall be placed upon the next succeeding calendar. The clerk shall make a notation upon the calendar as to how many times each case has been called at a calendar call and whether such case is subject to the blind plea rule.

2. DISCOVERY: In any case involving at least one felony charge, if a defendant has elected to have Article I of Chapter 16 of Title 17 apply to his or her case as provided by O.C.G.A. §17-16-2(a), the State shall provide all applicable discovery to the defendant or his counsel within 45 days from the date of arraignment, and the defendant or his counsel shall provide his or her applicable discovery and his or her written notice of intention to offer a defense of alibi to the State within 50 days from the date of arraignment. Such discovery time limits shall be strictly enforced by the Court. In the event a party is unable to meet such time limits as to a particular matter of discovery due to some unavoidable delay or unforeseen reason beyond the power of the party to prevent, the party should move the Court for an extension of time to provide the discovery material. Extensions shall not be granted simply because a party has not been diligent in preparing the case or because a local law enforcement agency has not turned over such discovery material in their possession to the State in a timely manner.

In the event particular discovery material is not provided to the opposing party within the deadlines given herein, it may be excluded from the trial of the case as provided by law. See O.C.G.A. §17-16-6. The same shall apply to any undisclosed witness for either party. In the event either party believes the other is withholding discovery material after the discovery deadline, such party should file a notice of discovery deficiency and bring the matter to the attention of the court prior to calendar call. The parties shall work to resolve such deficiency prior to any hearing of the matter and prior to calendar call. For misdemeanor cases and those felony cases not subject to reciprocal discovery, applicable discovery should be provided within 45 days of arraignment or as provided by law, whichever is sooner.


3. MOTIONS: O.C.G.A. §17-7-110's ten-day post-arraignment motions deadline does not apply in this circuit. In any case, the State and Defendant shall file all pre-trial motions and notices, including demurrers, special pleas and motions requesting mental or psychological evaluation, as well as any evidentiary notices such as under Rule 404(b) or 413, within 60 days from the date of arraignment, unless a judge by order extends the time therefor. If the opposing party wishes to file a written response to any motion, notice or pleading, all responses are due within 10 days after receipt thereof, unless a judge extends the time therefor. Boilerplate omnibus motion packets will not be considered; motions should be filed separately and be specific to the case at hand in order for a hearing to be scheduled upon a motion.


4. MOTION HEARINGS: All motions or other matters filed pursuant to Paragraph 3 of this Order shall be scheduled for hearing by the Court upon filing so as to prevent any unnecessary delay.


5. CASES PREVIOUSLY ARRAIGNED: For cases previously arraigned before the date of this Order that are still pending upon the date of this Order, discovery must be completed and all motions heard at least 10 days prior to calendar call, except for motions in limine that may be briefly heard before trial. Because of the limited number of cases being placed on the short list for trial, any case announced ready at calendar call will be presumed to be actually ready to be tried, and such announcement shall serve as certification to the Court that discovery is complete and has been exchanged, and all motions and other matters, including evidentiary issues under O.C.G.A. §24-4-404 or 413 have been heard, with the exception of motions in limine, and all witnesses have been secured for trial. Continuances from the short list for trial will be granted only in extraordinary circumstances. The Final Plea Day and blind plea provisions of Paragraph 1 of this Order shall apply to all cases called at calendar call which are thereafter placed on the ready list for trial.

A copy of this Standing Pre-Trial Order shall be provided to each defendant or his/her attorney at or before the time of arraignment. A copy shall also be available in each Clerk's office and on the website [www.eighthdistrict.org](http://www.eighthdistrict.org).

SO ORDERED, this 27th day of June, 2025.

  
T. CHRISTOPHER HUGHES  
CHIEF JUDGE OF SUPERIOR COURTS  
CORDELE JUDICIAL CIRCUIT

  
GILL BRADDY  
JUDGE OF SUPERIOR COURTS  
CORDELE JUDICIAL CIRCUIT

  
AMY B. BRYANT  
JUDGE OF SUPERIOR COURTS  
CORDELE JUDICIAL CIRCUIT

IN SUMMARY

State Discovery Due: 45 days after arraignment  
Defense Discovery Due: 50 days after arraignment  
All Motions Due: 60 days after arraignment  
Responses Due: 10 days after receipt of motion

Defined Discovery Period Followed by Motions over Two Terms  
No Omnibus Motion Packets—File Motions Separately to be Heard

For Cases Arraigned Before This Order:  
Discovery Due and Motions Heard 10 days before Calendar Call

IN THE SUPERIOR COURTS OF THE  
CORDELE JUDICIAL CIRCUIT

STATE OF GEORGIA

STANDING ORDER 2025-06

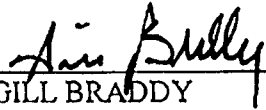
SHERIFFS - APPOINTMENT OF BAILIFFS

The Sheriff shall have the right to select such Bailiffs, with the approval of the Court, as may be necessary to properly transact the business thereof. Whenever the public interests require it, the Judge shall have the power to appoint such additional Bailiffs and other security personnel as to him or her may seem necessary.

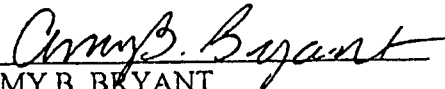
SO ORDERED, this 29<sup>th</sup> day of August, 2025.



T. CHRISTOPHER HUGHES  
CHIEF JUDGE OF SUPERIOR COURTS  
CORDELE JUDICIAL CIRCUIT



GILL BRADDY  
JUDGE OF SUPERIOR COURTS  
CORDELE JUDICIAL CIRCUIT



AMY B. BRYANT  
JUDGE OF SUPERIOR COURTS  
CORDELE JUDICIAL CIRCUIT

IN THE SUPERIOR, PROBATE AND MAGISTRATE COURTS  
OF THE CORDELE JUDICIAL CIRCUIT

STATE OF GEORGIA

STANDING ORDER 2025-07

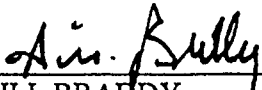
COURT COSTS FOR ALTERNATIVE DISPUTE RESOLUTION  
PROGRAMS

The Court finds that a need continues to exist for an alternative dispute resolution program in the Superior, Probate, and Magistrate Courts of the Cordele Judicial Circuit. Pursuant to O.C.G.A. § 15-23-7(c), the Clerks of said courts are ordered to continue to charge an additional \$10.00 to all other legal costs in each civil action or case filed in the respective courts. Said fees shall be remitted by the Clerks of said Courts to the Director of the Cordele Judicial Circuit Alternative Dispute Resolution Program.

SO ORDERED, this 29<sup>th</sup> day of August, 2025.



T. CHRISTOPHER HUGHES  
CHIEF JUDGE OF SUPERIOR COURTS  
CORDELE JUDICIAL CIRCUIT



GILL BRADDY  
JUDGE OF SUPERIOR COURTS  
CORDELE JUDICIAL CIRCUIT



AMY B. BRYANT  
JUDGE OF SUPERIOR COURTS  
CORDELE JUDICIAL CIRCUIT

IN THE SUPERIOR COURTS OF THE  
CORDELE JUDICIAL CIRCUIT

STATE OF GEORGIA

STANDING ORDER 2025-08

ACCOMMODATIONS FOR COURT PROCEEDINGS  
IN THE CORDELE JUDICIAL CIRCUIT

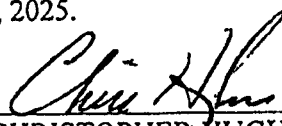
The Americans with Disabilities Act of 1990, effective January 26, 1992, prohibits discrimination on the basis of disability in state and local government services. This includes participation in court proceedings. Anyone needing an accommodation to participate in court proceedings should contact the appropriate ADA Coordinator for the court in which the activity will be held.

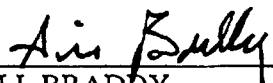
It is the intent of the Cordele Judicial Circuit to facilitate provisions for reasonable accommodations when requested by qualified persons with disabilities.


This Standing Order, signed by the Court, requires that all notices for court proceedings must include the following notice:

"If you are a person with a disability who needs any accommodations in order to participate in a civil or criminal court proceeding, you are entitled, at no cost to you, to the provision of certain assistance. Please contact Ms. Lyndsey Walters, Circuit Court Administrator for the Cordele Judicial Circuit, at Post Office Box 5149, Fitzgerald, GA 31750, or 229-426-5638 within five (5) working days of your receipt of this notice. If you are hearing or voice impaired, please contact the Court using the relay service of your choice."

SO ORDERED, this 29<sup>th</sup> day of August, 2025.

  
T. CHRISTOPHER HUGHES  
CHIEF JUDGE OF SUPERIOR COURTS  
CORDELE JUDICIAL CIRCUIT

  
GILL BRADDY  
JUDGE OF SUPERIOR COURTS  
CORDELE JUDICIAL CIRCUIT

  
AMY B. BRYANT  
JUDGE OF SUPERIOR COURTS  
CORDELE JUDICIAL CIRCUIT

**IN THE SUPERIOR COURTS OF THE  
CORDELE JUDICIAL CIRCUIT**

**STATE OF GEORGIA**

**STANDING ORDER 2025-09**

**SHERIFFS AND BAILIFFS - ATTENDANCE IN COURT AND SECURITY**

- (a) Pursuant to O.C.G.A. § 15-16-10(a)(2), the Sheriff or a Deputy Sheriff shall be in attendance at all hearings and trials, jury and non-jury, both civil and criminal, held by and in the Superior Court of the respective county of each Sheriff. At least two officers or one officer and one bailiff shall always remain in attendance while Court is in session or until excused by the Judge.
- (b) The Sheriff shall be responsible for the employment/selection and training of the deputies and/or bailiffs.
- (c) When a hearing or a trial is to be conducted in the courtroom, the Sheriff, a Deputy Sheriff or Bailiff shall meet the Judge, at the time appointed for such proceedings to begin or continue, at the place adjacent to the courtroom where entry is made by the Judge into the courtroom. Such officer shall immediately precede the Judge into the courtroom and announce:

**"ORDER IN THE COURT-ALL RISE."**

- (d) No one other than court personnel, officers of the court, attorneys, and parties in a case shall be allowed inside the bar in the courtroom, no one shall be allowed in the secured areas or in the judge's chambers during sessions of Court, except by direction of the Judge. The Sheriff, Deputy Sheriffs and Bailiffs shall strictly enforce this rule.
- (e) Courtroom security and security of inmates/prisoners brought to the courthouse is the absolute responsibility of the Sheriff. The Sheriff shall, in all cases involving potentially high-risk problems, advise the assigned Judge of such potential problems, confer with the Judge, and implement



the directives of the Judge concerning specific security procedures. Adequate radio communications equipment shall be carried by law enforcement personnel during each Court session to enable them to communicate with the sheriff's office and/or dispatcher.

- (f) The Sheriff, Deputy Sheriffs, and Bailiffs shall maintain proper order and decorum in the courtroom at all times.
- (g) It shall be the responsibility of the Sheriff to assure that each incarcerated defendant is properly dressed for trial each day of the jury trial week.
- (h) All law enforcement officers who are parties in a case in Court, whether civil or criminal, will not be allowed to wear firearms or bring firearms into the courtroom. Law enforcement officers who are appearing as witnesses shall be governed by the presiding Judge hearing a particular case as to whether or not the law enforcement officer will be allowed to have possession of the firearm in the courtroom.
- (i) During jury trials, there shall be no less than two Deputy Sheriffs or one Deputy Sheriff and one Bailiff on duty at all times. It shall be the duty of these officers to carry out all instructions given to them by the Court. Never shall the courtroom be without the presence of at least one Bailiff and one Sheriff/ Deputy Sheriff during jury trial proceedings, unless otherwise expressly directed by the Judge.
- (j) Bailiffs shall not answer any questions posed by the jurors, but must relay any questions asked by the jurors to the Judge without interpretation. Any answers to such questions must be given by the Judge in open Court with the parties and counsel present. All Bailiffs shall strictly adhere to the terms of the oath taken by them as Bailiff.
- (k) It is the policy of the Superior Court Judges of the Cordele Judicial Circuit that all court proceedings in the courthouses, law enforcement centers, and justice center remain open to the general public. The bailiffs and/or deputy sheriffs responsible for providing security shall allow access for every person who wishes to observe court proceedings to the extent

possible and in accordance with occupancy and safety requirements. If there is any problem accommodating those who wish to observe court proceedings, including a lack of available seating in the courtroom, the bailiffs and/or deputies responsible for providing security shall notify the judge in charge of the proceedings immediately.

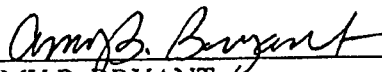
SO ORDERED, this 29<sup>th</sup> day of August, 2025.



T. CHRISTOPHER HUGHES  
CHIEF JUDGE OF SUPERIOR COURTS  
CORDELE JUDICIAL CIRCUIT



GILL BRADDY  
JUDGE OF SUPERIOR COURTS  
CORDELE JUDICIAL CIRCUIT



AMY B. BRYANT  
JUDGE OF SUPERIOR COURTS  
CORDELE JUDICIAL CIRCUIT

IN THE SUPERIOR COURTS  
OF THE CORDELE JUDICIAL CIRCUIT

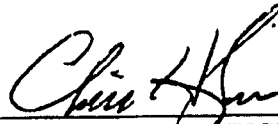
STATE OF GEORGIA

STANDING ORDER 2025-10

DEFAULT JUDGMENT ORDERS AND  
ORDERS FOR DISBURSEMENT OF FUNDS

All requests for the entry of a default judgment or the disbursement of funds in a garnishment proceeding shall be sent directly to the Superior Court Clerk in whose Court the matter is pending.

SO ORDERED, this 29<sup>th</sup> day of August, 2025.



T. CHRISTOPHER HUGHES  
CHIEF JUDGE OF SUPERIOR COURTS  
CORDELE JUDICIAL CIRCUIT



GILL BRADDY  
JUDGE OF SUPERIOR COURTS  
CORDELE JUDICIAL CIRCUIT



AMY B. BRYANT  
JUDGE OF SUPERIOR COURTS  
CORDELE JUDICIAL CIRCUIT

IN THE SUPERIOR COURTS OF THE  
CORDELE JUDICIAL CIRCUIT


STATE OF GEORGIA

STANDING ORDER 2025-11

MODIFICATION OR CONTEMPT ACTIONS-  
COPY OF PRIOR ORDER REQUIRED

All actions for contempt of court for failure to comply with a prior court order or for modification of a prior court order shall have attached to the original pleading a copy of the prior court order.

SO ORDERED, this <sup>th</sup>29 day of August, 2025.



T. CHRISTOPHER HUGHES  
CHIEF JUDGE OF SUPERIOR COURTS  
CORDELE JUDICIAL CIRCUIT



GILL BRADDY  
JUDGE OF SUPERIOR COURTS  
CORDELE JUDICIAL CIRCUIT



AMY B. BRYANT  
JUDGE OF SUPERIOR COURTS  
CORDELE JUDICIAL CIRCUIT

IN THE SUPERIOR COURTS OF THE  
CORDELE JUDICIAL CIRCUIT

STATE OF GEORGIA

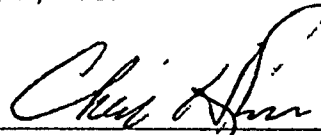
STANDING ORDER 2025-12

EX PARTE ORDERS

Any attorney requesting ex parte relief that changes the status quo of either a party litigant or other affected person shall present evidence to the Court authorizing the entry of an order granting the relief requested.

If the attorney requesting ex parte relief knows or has reason to know, or if the client knows or has reason to know, that the opposite party is or will be represented by a specific attorney or firm, the specific attorney or firm shall be notified of the relief sought, the Judge from whom the relief will be requested, and the date, place and time the Judge will be contacted requesting the relief. Only in exceptional and compelling circumstances will the requirements for notification be waived, and the attorney requesting the relief shall be prepared to show to the Court, at the time relief is sought, sufficient justification for failure to give advance notice. A summary of justification for failure to notify opposing or potentially opposing attorneys shall be submitted to the Judge in writing at the time relief is requested. Failure to comply with notification or appropriate disclosure to the Court shall subject the offending party or attorney to possible sanctions of contempt.

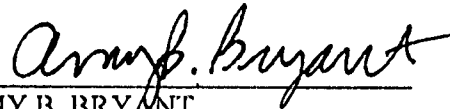
SO ORDERED, this 29<sup>th</sup> day of August, 2025.



T. CHRISTOPHER HUGHES  
CHIEF JUDGE OF SUPERIOR COURTS  
CORDELE JUDICIAL CIRCUIT



GILL BRAIDY  
JUDGE OF SUPERIOR COURTS  
CORDELE JUDICIAL CIRCUIT



AMY B. BRYANT  
JUDGE OF SUPERIOR COURTS  
CORDELE JUDICIAL CIRCUIT

IN THE SUPERIOR COURTS OF THE  
CORDELE JUDICIAL CIRCUIT  
STATE OF GEORGIA

STANDING ORDER 2025-13

**CALENDAR OF PENDING CIVIL ACTIONS-NOTICE**

Pursuant to Uniform Superior Court Rule 20, a calendar will be prepared of all pending civil cases in which the discovery period has expired. All counsel and pro se parties having cases appearing on said calendar are **REQUIRED TO ANNOUNCE IN WRITING** whether the applicable case(s) listed on said calendar is ready for trial and, if not, state the reason(s) therefore.

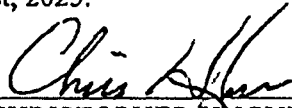
In the required announcement, counsel and/or pro se parties must specify (1) the county in which the case is pending, (2) the names of the parties, (3) the civil action file number(s).

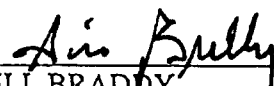
If delivered by mail or email, a written announcement must be received on or before 10:00 am on the date set forth in the notice. Oral announcements and announcements by telephone will not be accepted.


Failure to make a written announcement to the said judge as and when herein above provided may, in the Court's discretion, subject the offending counsel or pro se party to the sanctions provided for in subsection (a) of U.S.C.R. 20.

Whether a case shall be placed on the pretrial calendar or trial calendar shall be solely within the discretion of the Court, regardless of what announcement is made (U.S.C.R. 8.5). No action will be continued merely by agreement of counsel. (U.S.C.R. 8.5). If a case is not listed on the calendar, counsel or pro se party may contact the administrative assistant of the presiding judge to request an addition of the case to the trial calendar.

SO ORDERED, this 29<sup>th</sup> day of August, 2025.

  
\_\_\_\_\_  
T. CHRISTOPHER HUGHES  
CHIEF JUDGE OF SUPERIOR COURTS  
CORDELE JUDICIAL CIRCUIT

  
\_\_\_\_\_  
GILL BRADDY  
JUDGE OF SUPERIOR COURTS  
CORDELE JUDICIAL CIRCUIT

  
\_\_\_\_\_  
AMY B. BRYANT  
JUDGE OF SUPERIOR COURTS  
CORDELE JUDICIAL CIRCUIT

IN THE SUPERIOR COURTS OF THE  
CORDELE JUDICIAL CIRCUIT

STATE OF GEORGIA

STANDING ORDER 2025-14

CIVIL TRIAL CALENDAR PREPARATION

Pursuant to Uniform Superior Court Rule 7.2, counsel and pro se parties shall jointly prepare a consolidated proposed Pre-Trial Order which shall be signed by all counsel and pro se parties. The original and one copy of a proposed Pre-Trial Order shall be submitted to the presiding Judge on or before five (5) business days before the date of the scheduled pre-trial conference or at such other time as may be directed by the Court. The proposed Pre-Trial Order shall be filed with the presiding Judge and not the Superior Court Clerk.

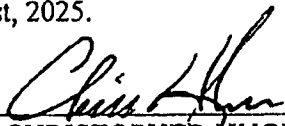
No pre-trial conference will be held unless requested in writing or ordered by the Court upon receipt of a proposed Pre-Trial Order.


Any request for continuance must be submitted in writing with an attached proposed Order.


Copies of all requests to charge, all anticipated motions in limine, and objections to depositions shall be submitted to the Court no later than five (5) business days before the date of the scheduled pre-trial conference or at such other time as may be directed by the Court.

Counsel and pro se parties may be apprised of the progress of the trial calendar during the trial week by calling the administrative assistant of the presiding Judge.

SO ORDERED, this 29<sup>th</sup> day of August, 2025.

  
T. CHRISTOPHER HUGHES  
CHIEF JUDGE OF SUPERIOR COURTS  
CORDELE JUDICIAL CIRCUIT

  
GILL BRADDY  
JUDGE OF SUPERIOR COURTS  
CORDELE JUDICIAL CIRCUIT

  
AMY B. BRYANT  
JUDGE OF SUPERIOR COURTS  
CORDELE JUDICIAL CIRCUIT

IN THE SUPERIOR COURTS OF THE  
CORDELE JUDICIAL CIRCUIT

STATE OF GEORGIA

STANDING ORDER 2025-15

Uniform Superior Court Rule 22 and Use of Recording Devices in Courtrooms

Uniform Superior Court Rule 22, entitled *Use of Electronic Devices in Courtrooms and Recording of Judicial Proceedings*, governs the use of electronic devices to record sounds or images in courtrooms as well as electronic devices used for other purposes. The rule requires courts to use reasonable means to advise courtroom visitors of the provisions of the rule and make the *Request to Use a Recording Device Pursuant to Rule 22 on Recording of Judicial Proceedings* form available in the Superior Court Clerk's offices and on the court's website.

Attached to this Standing Order is a copy of Uniform Superior Court Rule 22 and the required *Request to Use a Recording Device Pursuant to Rule 22 on Recording of Judicial Proceedings* form, which the Clerk of Court shall make available to all parties, attorneys, court personnel, and officers of the court.

Also attached to this Standing Order is a copy of a sign which shall be posted at the entrance to each courtroom in a place visible to those attending court proceedings. This sign advises the public of Rule 22.

IT IS FURTHER ORDERED that the Clerks of Superior Courts for Ben Hill, Crisp, Dooley, and Wilcox Counties shall enter this Order upon the minutes of the Court.

SO ORDERED, this 29<sup>th</sup> day of August, 2025.



T. CHRISTOPHER HUGHES  
CHIEF JUDGE OF SUPERIOR COURTS  
CORDELE JUDICIAL CIRCUIT



GILL BRADDY  
JUDGE OF SUPERIOR COURTS  
CORDELE JUDICIAL CIRCUIT



AMY B. BRYANT  
JUDGE OF SUPERIOR COURTS  
CORDELE JUDICIAL CIRCUIT



**EXHIBIT A**

IN THE SUPERIOR COURT OF \_\_\_\_\_ COUNTY  
STATE OF GEORGIA

(STYLE OF CASE/CALENDAR)

CASE NO. \_\_\_\_\_

**REQUEST TO USE A RECORDING DEVICE PURSUANT TO RULE 22 ON  
RECORDING OF JUDICIAL PROCEEDINGS.**

Pursuant to Rule 22 of the Uniform Rules for Superior Court regarding Use of Electronic Devices in Courtrooms and Recording of Judicial Proceedings, the undersigned hereby requests permission to use a recording device in Courtroom \_\_\_\_\_ in order to record images and/or sound during (all) (the following portions) of the proceedings in the above captioned case/calendar.

Consistent with the provisions of the rule, the undersigned desires to use the following described recording device(s): \_\_\_\_\_. The proceedings that the undersigned desires to record commence on (date). Subject to direction from the court regarding possible pooled coverage, the undersigned wishes to use this device in the courtroom on (date). The personnel who will be responsible for the use of this recording device are: (identify appropriate personnel).

The undersigned hereby certifies that the device to be used and the locations and operation of such device will be in conformity with Rule 22 and any guidelines issued by the court.

The undersigned understands and acknowledges that a violation of Rule 22 and any guidelines issued by the court may be grounds for removal or exclusion from the courtroom and a willful violation may subject the undersigned to penalties for contempt of court.

This \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
(Individual Signature)

\_\_\_\_\_  
(Representing/Firm)

\_\_\_\_\_  
(Position)

IN THE SUPERIOR COURTS OF THE  
CORDELE JUDICIAL CIRCUIT

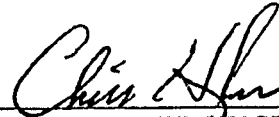
STATE OF GEORGIA

STANDING ORDER 2025-16

DOMESTIC RELATIONS ACTION STANDING ORDER

Pursuant to O.C.G.A. §19-1-1(b) and O.C.G.A. § 9-11-65(3), the Court hereby orders that the attached "Domestic Relations Action Standing Order" shall apply, upon filing, to all domestic relations actions as defined in O.C.G.A. §19-1-1(a). When a domestic relations action is filed requiring service by the sheriff or by publication, the Clerk will attach copies of the filed standing order to the original and service copies of the action and give or mail a copy of the filed standing order to the attorney or person filing the action. When domestic relations actions are filed with an acknowledgment of service, the Clerk will attach a copy of the filed standing order to the original complaint and give or mail two copies of the filed standing order to the attorney or person filing the action, with instructions that he or she is responsible for serving the defendant with a copy of the order.

SO ORDERED, this 29<sup>th</sup> day of August, 2025.



T. CHRISTOPHER HUGHES  
CHIEF JUDGE OF SUPERIOR COURTS  
CORDELE JUDICIAL CIRCUIT



GILL BRADDY  
JUDGE OF SUPERIOR COURTS  
CORDELE JUDICIAL CIRCUIT



AMY B. BRYANT  
JUDGE OF SUPERIOR COURTS  
CORDELE JUDICIAL CIRCUIT

IN THE SUPERIOR COURTS OF THE  
CORDELE JUDICIAL CIRCUIT

STATE OF GEORGIA

DOMESTIC RELATIONS ACTION  
STANDING ORDER

1.

Pursuant to O.C.G.A. §19-1-1(b), this Standing Order binds the parties in the above styled action, their agents, servants, employees, and all other persons acting in concert with such parties.

2.

Each party is hereby enjoined and restrained from unilaterally causing or permitting the minor child(ren) of the parties, if any, to be removed from the State of Georgia without permission of the Court, except in an emergency affecting the health, safety, or welfare of the child(ren) which has been created by the other party to the action.

3.

Each party is hereby enjoined and restrained from doing, or attempting to do, or threatening to do, any act which injures, maltreats, vilifies, molests, or harasses, or which may, upon judicial determination, constitute threats, harassment, or stalking the adverse party or the child(ren) of the parties, if any, or any act which constitutes a violation of other civil or criminal laws of this state.

4.

Each party is hereby enjoined and restrained from selling, encumbering, trading, contracting to sell, or otherwise disposing of or removing from the jurisdiction of this Court, without the permission of the Court, any of the property belonging to the parties except in the ordinary course of business or except in an emergency which has been created by the other party to the action.

5.

In all cases in which the custody of any child is an issue between the parents, each parent shall prepare a parenting plan as provided in O.C.G.A. § 19-9-1 or the parties may jointly submit a parenting plan. The parenting plan should be tailored to fit the needs of each individual family but must at a minimum contain the information required by O.C.G.A. § 19-9-1(b) and be presented in substantially the same form as provided in U.S.C.R. 24.10 as amended. The proposed parenting plan shall be filed at the time of filing any complaint or answer and in any event, not less than ten (10) days before any hearing, and not less than fifteen (15) days before any final hearing with a copy to

opposing counsel/party.

6.

Parties to domestic relations actions involving minor children are required by Standing Order 2025-03 to attend a seminar for divorcing parents, whether virtual or in-person, within 31 days of service of the original complaint upon the defendant. Failure to complete the seminar in a timely manner may subject the party to contempt or other sanctions, may delay any temporary hearings or mediation sessions, and may delay the granting of a final decree of divorce.

7.

At the time of filing any action for temporary or permanent child support, alimony, equitable division of property, modification of child support or alimony or attorneys fees, the filing party shall file with the Clerk of Superior Court the affidavit specifying his or her financial circumstances in the form required by Uniform Superior Court Rule 24.2., and, in cases involving child support, the schedules required by O.C.G.A. §19-6-15, and shall serve the same upon the opposing party.

In protective order actions filed under O.C.G.A. §19-13-1, et. seq. and in other emergency actions, the affidavit and schedules may be filed and served on or before the date of the hearing or at such time as the court orders, and shall not be required at the time of filing of the action.

Notice of the date of any temporary hearing shall be served upon the adverse party at least 15 days before the date of the hearing, unless otherwise ordered by the court.

The opposing party shall serve the affidavit specifying his or her financial circumstances in the form set forth herein and the schedules, where applicable, and shall file with the Clerk of Court and exchange this information with the opposing party:

- (a) at least five days prior to any temporary hearing;
- (b) at least five days prior to any court ordered mediation; or
- (c) with his or her answer or thirty days after service of the complaint, whichever first occurs, if no application for a temporary award is made and the parties do not participate in mediation prior to trial.


Any amendments to the affidavits or schedules shall be exchanged at least 5 days prior to hearing or trial.

Each party shall submit the proposed worksheets required by O.C.G.A. §19-6-15 at the time of hearing or trial.

No social security numbers or account numbers shall be included in any document filed with the Court.

Failure of any party to furnish the above financial information, in the discretion of the court, may subject the offending party to the penalties of contempt and may result in continuance of the hearing until such time as the required financial information is furnished or such other sanctions or remedies deemed appropriate in the Court's discretion.

SO ORDERED, this 29<sup>th</sup> day of August, 2025.



T. CHRISTOPHER HUGHES  
CHIEF JUDGE OF SUPERIOR COURT'S  
CORDELE JUDICIAL CIRCUIT



GILL BRADDY  
JUDGE OF SUPERIOR COURT'S  
CORDELE JUDICIAL CIRCUIT



AMY B. BRYANT  
JUDGE OF SUPERIOR COURTS  
CORDELE JUDICIAL CIRCUIT

IN THE SUPERIOR COURTS OF THE  
CORDELE JUDICIAL CIRCUIT

STATE OF GEORGIA

STANDING ORDER 2025-17

SEMINAR FOR DIVORCING PARENTS

Pursuant to Uniform Superior Court Rule 24.8, it is hereby ordered as follows:

**Section 1:** This order applies to all parties with minor children (under the age of 18) in all divorce, separate maintenance, paternity, change of custody, child support, visitation, legitimation and other domestic relations actions as may be otherwise ordered by the Court, excluding domestic violence actions, U.I.F.S.A. (out-of-state child support) cases, uncontested visitation modifications, and uncontested child support modifications.

**Section 2:** It is hereby ordered that all parties shall successfully complete the program entitled "Seminar for Divorcing Parents." This four-hour educational seminar focuses on the developmental needs of children, with emphasis on fostering the child's emotional health during periods of stress. The program is informative, supportive and directs people desiring additional information or help to appropriate resources. Topics covered include: 1) developmental stages of childhood; 2) reactions of children to divorce, generally and at specific ages; 3) how divorce affects families; 4) grief processes and coping skills; 5) roles of divorced parents; 6) co-parenting skills; 7) financial obligations of parents; and 8) mediation as a tool to resolve domestic disputes.

**Section 3:** Attendance is required of all parties to a case where the interests of children under the age of 18 are involved. The seminar should be successfully completed within 90 days of service of the original complaint upon the defendant. No final hearings will be scheduled unless both parties present proof of attendance. However, the Court's action on a petition will not be delayed by a non-moving or responding party's refusal or delay in completing the seminar. Upon a party's failure to successfully complete the seminar pursuant to this Order, the assigned Judge may take appropriate action, including but not limited to actions for contempt.

**Section 4:** Participants will pay the required fee, due at the beginning of each seminar, to cover the total cost of the seminar including the presenter's fee, handouts, applications and program

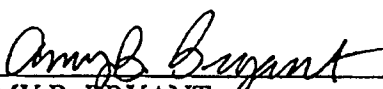
administration. The fee may be waived if a party presents a verified affidavit of poverty and it appears upon investigation that the party otherwise meets the Court's guidelines of indigency.

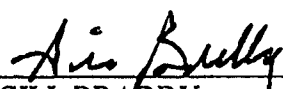
**Section 5:** A seminar of equal value may be substituted for the Seminar for Divorcing Parents if written verification satisfactory to the Court is provided to the Court by the provider indicating that the specific issues noted above have been addressed in another forum through professional or pastoral counseling, or another similar in-person educational program. Also, parties may attend any four-hour Superior Court-approved parenting seminar in the State of Georgia that requires physical attendance and, upon proof of such approval and attendance, substitute that seminar for the Seminar for Divorcing Parents. On-line parenting classes which do not require physical attendance are unacceptable and will not satisfy the Court's requirements. A certificate of attendance is valid for three years. Further, for good cause shown, the assigned judge may waive the requirement of this program in individual cases.


**Section 6:** A schedule of seminar dates may be obtained from the Superior Court Clerk.

**Section 7:** Parties must attend all four hours of the seminar in order to receive credit for attendance. Upon successful completion of the seminar, the parties will be awarded a certificate of attendance which shall be promptly filed with the Clerk of the Superior Court.

SO ORDERED, this 29<sup>th</sup> day of August, 2025.

  
\_\_\_\_\_  
AMY B. BRYANT  
JUDGE OF SUPERIOR COURTS  
CORDELE JUDICIAL CIRCUIT

  
\_\_\_\_\_  
GILL BRADDY  
JUDGE OF SUPERIOR COURTS  
CORDELE JUDICIAL CIRCUIT

  
\_\_\_\_\_  
T. CHRISTOPHER HUGHES  
CHIEF JUDGE OF SUPERIOR COURTS  
CORDELE JUDICIAL CIRCUIT

IN THE SUPERIOR COURTS OF THE  
CORDELE JUDICIAL CIRCUIT

STATE OF GEORGIA

STANDING ORDER 2025-18


CALENDAR PREPARATION

The administrative assistant for each Superior Court Judge shall be the calendar clerk for each such judge.


SO ORDERED, this. 29<sup>th</sup> day of August, 2025.



T. CHRISTOPHER HUGHES  
CHIEF JUDGE OF SUPERIOR COURTS  
CORDELE JUDICIAL CIRCUIT



GILL BRADDY  
JUDGE OF SUPERIOR COURTS  
CORDELE JUDICIAL CIRCUIT



AMY B. BRYANT  
JUDGE OF SUPERIOR COURTS  
CORDELE JUDICIAL CIRCUIT



**IN THE SUPERIOR COURTS OF THE CORDELE JUDICIAL CIRCUIT  
STATE OF GEORGIA**

**STANDING ORDER 2025-19**

**CIVIL AND CRIMINAL CASE ASSIGNMENT ORDER**

The Superior Courts of the Cordele Judicial Circuit, comprised of Ben Hill, Crisp, Dooly, and Wilcox Counties, hereby enact the following case assignment method for all civil and criminal actions pursuant to the Uniform Superior Court Rules (hereinafter “Rule”).

**1. CALENDAR CLERK**

The clerk of Superior Court is designated as the “calendar clerk” for his or her respective county as referenced in Uniform Superior Court Rule 2.4.

**2. CASE ASSIGNMENT METHOD**

This case assignment method shall apply to all civil and criminal matters unless otherwise specified by this Standing Order.

- a) For all open cases existing before January 1, 2026, each judge shall review their pending cases and prior to January 1, 2026, notify the clerk of all cases, civil or criminal, in which he or she has presided over an evidentiary hearing. The clerk shall by January 1, 2026, assign the identified cases to that judge in the interests of judicial economy. Unless otherwise specified in this Order, the clerk shall by January 1, 2026, assign by rotation remaining open cases so that one-third are assigned to each judge. Each such case number shall have added to it the assigned judge’s three initials, except as specifically otherwise stated herein.
- b) For all civil and criminal matters filed on January 1, 2026, and thereafter, the clerk or deputy clerk shall assign each case a sequential case number bearing the assigned judge’s initials on a rotational basis, except as specifically otherwise stated herein. The clerk shall maintain two separate rotations, one for civil and one for criminal cases.
- c) Judge assignment rotations shall not be made public in order to prevent any effort to evade random case assignment by allowing prediction of the sequence.

**3. JUDGE SHOPPING PROHIBITED**

Judge shopping is expressly prohibited by USCR 3.1. The clerk and all sworn deputy clerks shall immediately report in writing any attempt, request, scheme, or method of any person to manipulate or evade the intent of this Order to all sitting judges. The clerk shall notify and train all sworn deputy clerks of their duty to comply.

**4. ASSIGNMENT OF COMPANION CASES**

Newly filed actions that are related to a previous or pending action shall be assigned to the judge assigned to handle the previous or pending action, consistent with Rule 4.8. Companion cases include, but are not limited to, civil cases that share a common nexus of fact with another pending action in the county or modification and contempt actions. For the purpose of this Standing Order, cases involving

the same defendant are considered companion cases and should be assigned to the same judge, if possible. The clerk shall record the reason for assigning the case out of sequence.

Once a criminal case has been closed, subsequent cases involving the defendant based on new charges do not qualify as companion cases. Refer to Paragraph 6 of this Order for assignment of probation revocation cases.

To prevent potential “judge shopping” through the dismissal and re-filing or re-indictment of cases, any newly filed or indicted case involving the same parties and cause of action filed as a second action or within 45 days of the dismissal of a previous action shall be treated as a companion case to the original. The judge assigned to hear the initial action shall be assigned to hear the subsequently-filed action outside the standard case assignment rotation.

When a case is discovered to be a related or companion case and is assigned to a judge out of the normal rotation, the clerk shall manually skip that judge when he or she next appears in the rotation sequence for assignment, in order to maintain, to the extent possible, an equal number of cases for each of the judges.

#### 5. HABEAS CORPUS CASES

Applications for Writ of Habeas Corpus filed by persons in the custody of the Department of Corrections pursuant to Title 9, Chapter 14, Article 2 of the Official Code of Georgia shall not be assigned to a judge based on the rotation method adopted by this Order. Rather, each prison within the Circuit has been assigned to a sitting judge who shall hear each Habeas Corpus action filed by an inmate of said prison unless disqualified or recused.

#### 6. PROBATION REVOCATION CASES

Petitions for Adjudication of Guilt and Imposition of Sentence in First Offender cases and for the Revocation or Modification of Probation shall not be assigned to a specific judge. Rather, revocation cases shall be placed on the next scheduled court date for the hearing of probation cases. Probation warrants may be presented to any superior court judge for signature to schedule on any scheduled revocation calendar.

#### 7. DEATH PENALTY CASES

Death penalty cases shall be assigned to the chief judge. When a prosecuting attorney files a notice of intention to seek the death penalty, the clerk shall transmit a copy of the notice to the Chief Judge of the Superior Court. Notwithstanding any other provision of this Order, after receiving such notice the Chief Judge may enter an order reassigning the matter to any sitting Superior Court judge, which reassignment shall supersede the clerk’s assignment. The intent of the procedure is to ensure equality in distribution of caseload among judges, but the sequence of assignment of death penalty cases is vested in the Chief Judge by virtue of this Order.

## 8. TEMPORARY PROTECTIVE ORDERS AND EMERGENCY EX PARTE MOTIONS

All judges of the Cordele Judicial Circuit shall be available to respond to the needs of its citizens. Due to the urgency in hearing petitions for protective orders, the clerk shall contact the judge closest geographically to the petitioner to schedule an ex parte hearing. If that judge is unavailable or disqualified from hearing the case, the clerk shall contact the next judge closest geographically. If an ex parte protective order is granted, the hearing judge shall schedule a hearing in the case for an upcoming court date before any available judge within 30 days from the ex parte hearing. Temporary protective order cases are not assigned and may be heard by any judge based on availability.

When a civil case requiring an emergency/ex parte hearing is filed, any of the three superior court judges of the court shall be authorized to conduct such hearing, depending upon the circumstances affecting such case. However, to ensure equitable distribution of the civil caseload assigned to each judge, the clerk shall assign such cases in conformity with the case assignment rotation system approved herein, even though another superior court judge may have conducted an emergency/ex parte hearing prior to assignment.

## 9. CHILD SUPPORT

Child support enforcement actions shall not be assigned to a specific judge. Rather, child support enforcement cases shall be placed on the next scheduled court date for the hearing of child support enforcement cases to be heard by the presiding judge.

## 10. MEDICAL EMERGENCIES AT THE JAIL

In the event of a medical emergency at the jail, the Sheriff or other jail official shall attempt to contact the District Attorney who will then bring the situation to a judge's attention. If the District Attorney is not accessible, then the Sheriff may contact a judge directly. Notwithstanding any other provision of this Order, after receiving notice from the District Attorney, Sheriff, or other jail official that an emergency medical situation involving a defendant in custody has arisen, any judge assigned at the time to perform duties in the Cordele Judicial Circuit, not necessarily the Superior Court judge assigned to the case, may enter an order allowing bail or release on recognizance of a criminal defendant or civil contemnor. The entry of such an order does not transfer the defendant's case to the Superior Court judge ordering such bail or release on recognizance. The clerk shall transmit a copy of any such order promptly to the District Attorney, counsel of record, and the assigned judge.

## 11. JUDICIAL ASSISTANCE

Without a formal reassignment or transfer, any assigned judge may request temporary assistance from any other sitting within the circuit, who may agree to assist in hearing any case or calendar. The case will remain docketed with the assigned judge. This assistance request shall only be initiated by the assigned judge or that judge's staff. If the "assisting judge" disposes of any matter by final evidentiary bench or jury trial, the case shall be transferred formally to said judge.

In the event it is necessary to assign a senior judge or judge outside of the circuit, the appropriate judge's assistant will contact the chief judge's office who will initiate a formal request for reassignment.

## 12. PROCEDURE FOR ASSIGNMENT AFTER DISQUALIFICATION OF JUDGES

In the event that the assigned judge is disqualified or recused from a case, the case shall be reassigned by the clerk to the next judge in the rotation pursuant to Rule 25.4. When a judge reassigns a case or is disqualified from a case, the judge relieved of duty in that case shall be assigned by the clerk to the next-filed new case. No credit shall be given for the resulting compensatory reassignment. The clerk or sworn deputy clerk shall record the factual cause on the rotation for assigning the case out of sequence. The receiving judge shall receive credit for the reassigned case instead of the disqualified judge. For example, if a judge is recused from a criminal case, that recusing judge shall be assigned the very next newly-filed criminal case without additional credit in the assignment rotation. The clerk shall then resume the rotation in the normal sequence, except that the receiving judge who just got the reassigned case shall be skipped.

In the event that all judges of the Circuit are disqualified or recused from the hearing of a case, a Judicial Assistance Request form shall be sent to the District Court Administrator by the Chief Judge for the selection of a judge consistent with Rule 25.4. In that case, the judge relieved of duty shall be assigned by the clerk to the next-filed case. No credit shall be given for the resulting compensatory reassignment and the clerk or sworn deputy clerk shall record the factual cause on the rotation for assigning the case out of sequence.

## 13. PROCESS FOR MATTERS BAILABLE ONLY BY SUPERIOR COURT JUDGES AND FOR SUPERIOR COURT BENCH WARRANTS

For cases bailable only by Superior Court, the procedure set out in O.C.G.A. Section 17-6-1(c)(1) and (d) shall be complied with as follows: the Magistrate or other presiding judicial officer shall electronically notify the assigned Superior Court judge's office within 48 hours that the person arrested is being held without bail. As soon as possible and no later than 30 days after receipt of this notice, the Superior Court judge's office shall secure a date for a hearing on the issue of bond before the next available judge and shall give notice to the District Attorney and the Defendant or his counsel, if any.

As set out in O.C.G.A. Section 17-6-1(d), a person charged with any offense which is bailable only before a judge of the Superior Court as provided in subsection (a) of this Code Section, may petition the Superior Court requesting that such person be released on bail by filing said petition with the clerk of Superior Court and the Superior Court Judge shall notify the District Attorney and set a date for a hearing within 10 days after receipt of such petition.

Such matters shall not be assigned an initialed case number until formally indicted or accused.

With respect to defendants who have been arrested by way of Superior Court bench warrant, the arresting agency, jail staff or sheriff shall immediately notify the Magistrate that the defendant arrested on a Superior Court bench warrant is in the jail. The defendant shall go before the Magistrate in the

same manner as anyone arrested on a criminal warrant. The Magistrate shall inform the defendant that the assigned Superior Court judge will be notified electronically within 72 hours that the defendant has been arrested on a bench warrant. The assigned Superior Court judge shall promptly schedule a hearing before the next available Superior Court judge hearing criminal cases, so that the matter may be reviewed as expeditiously as possible.

14. MOVANT MUST NOTIFY ASSIGNED JUDGE

The movant shall notify the assigned judge at the time of filing of any criminal motions, demands, demurrers, pleas, and other matters requiring judicial action before a jury trial. The assigned judge shall be responsible for scheduling a hearing on the matter and notifying the parties.

15. HEARINGS ON MOTIONS FOR NEW TRIAL

Whenever a motion for a new trial is filed in a criminal case the clerk shall notify the assigned judge who shall set a status conference pursuant to Rule 41.2. The assigned judge shall thereafter schedule a hearing on the motion. If the hearing so set is continued, the judge shall re-set the matter for a date certain. In civil cases, the assigned Judge shall calendar the hearing as soon as possible.

16. MAGISTRATE ASSISTANCE WITH PROBATION WARRANTS

Notwithstanding any other provision of this Order, judges of the Circuit's Magistrate Courts may hear applications and issue arrest warrants for violations of probation, pursuant to O.C.G.A. Section 15-10-2(1) and O.C.G.A. Section 42-8-38(a).

17. JUDGE OF THE TERM

There shall continue to be a civil judge of the term and a criminal judge of the term in each county. This judge shall be responsible for handling all matters that are not specifically assigned to a particular judge. This judge shall also be the lead judge for criminal trials or civil trials held during his or her time as judge of the term. The presiding judge for each civil term begins the first Monday after the last day of the civil trial week. The criminal judge for the term begins on the date of arraignment and will run arraignment to arraignment. In the event that legislation is passed to alter the terms of court to two per year, then the judge of the term shall remain as aforesaid. The current trial rotation will remain the same with four trial rotations in Ben Hill, Crisp, and Dooly Counties and three trial rotations in Wilcox County.

18. CRIMINAL CALENDAR CALLS AND ARRAIGNMENTS

Criminal calendar calls and arraignments shall be handled by the criminal judge of the term in each county. Criminal calendar calls and arraignments shall include all cases regardless of case assignment. In the event a defendant wishes to plead guilty or otherwise dispose of his or her case at criminal calendar call or arraignment, the presiding judge may handle that matter, unless the defendant or the state objects, in which case the matter shall be scheduled before the assigned judge for resolution. Following calendar call, the presiding judge shall prepare lists of ready cases for each judge assigned to

try cases during that term and shall distribute the same to the parties or their counsel and to each assigned judge.

19. 180-DAY CALENDAR AND CIVIL CALENDAR CALL ANNOUNCEMENTS

Unless a case is reassigned to another judge for any reason, each judge shall handle his or her own civil cases from start to finish, including the review of his or her cases that are 180 days old and calendar call announcements. Such judge shall prepare his or her own ready list for trial at the next available trial week. Judges may confer among themselves regarding the use of the available civil trial weeks so as to avoid unnecessary delay for those who want to have their cases resolved by trial at the earliest opportunity.


20. USE OF CIVIL TRIAL WEEK FOR CRIMINAL TRIALS


In the event that there are no civil trials for a particular civil trial week, the judge of the term for criminal cases has discretion to use that week for additional criminal trials, and he or she may schedule criminal trials for that week as back-up cases in the event all the civil trials for that week fall off the calendar through settlement or by continuance.


21. DISTRIBUTION OF THIS ORDER

Contemporaneously with filing of this Order, the Court shall email a copy of this Order to the members of the Circuit bar. Also, the Court shall distribute this Order by email and first-class U.S. mail to the District Attorney, Public Defender, Chief Magistrate, County Attorney, Clerk, Sheriff, District Court Administrator, and the Supreme Court of Georgia. This order shall also be published on the Cordele Circuit section of the district website, [www.eighthdistrict.org](http://www.eighthdistrict.org).

SO ORDERED, this 16<sup>th</sup> day of December, 2025.

  
T. CHRISTOPHER HUGHES  
CHIEF JUDGE OF SUPERIOR COURTS  
CORDELE JUDICIAL CIRCUIT

  
GILL BRADDY  
JUDGE OF SUPERIOR COURTS  
CORDELE JUDICIAL CIRCUIT

  
AMY B. BRYANT  
JUDGE OF SUPERIOR COURTS  
CORDELE JUDICIAL CIRCUIT

IN THE SUPERIOR COURTS OF THE  
CORDELE JUDICIAL CIRCUIT

STATE OF GEORGIA

**STANDING ORDER 2025-20 REGARDING USE OF ARTIFICIAL  
INTELLIGENCE AND CERTIFICATION OF CITATIONS IN BRIEFS AND  
PROPOSED ORDERS**

This Standing Order governs the use of artificial intelligence (“AI”) tools in the preparation of all briefs, proposed orders, and other written submissions filed in this Court’s criminal and civil dockets, and it applies to all attorneys and to all parties proceeding without counsel (*pro se* litigants):

**Certification:**

Any attorney or *pro se* litigant who uses AI in any capacity to prepare, draft, or review a filing shall disclose such use in the document with the following certification:

This document was generated with the assistance of [identify AI tool(s) used, e.g., Chat GPT, Perplexity, Claude, etc.].

I hereby certify under penalty of perjury that, despite reliance on an AI tool, I have independently reviewed this document to confirm accuracy, legitimacy, and use of good and applicable law.

I hereby certify under penalty of perjury that every citation to law, case, statute, or the record in this document has been verified as accurate and that it exists as cited and for the proposition cited.

The above certification must appear at the end of the document, before the signature block.

**Compliance:**

Failure to comply with this Order may result in the Court taking appropriate action, including without limitation striking the filing, imposing sanctions, or disciplinary referral.



Mistake, lack of technical expertise, or time constraints will not be accepted as good-faith excuses for noncompliance.

The use of AI does not relieve any attorney or pro se litigant of their ethical obligations and/or professional obligations (such as Georgia Rules of Professional Conduct 1.1 and 3.1).

This Order is effective immediately and applies to all filings submitted after the date of entry.

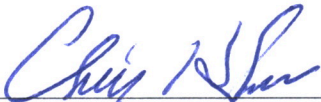
SO ORDERED, this 16<sup>th</sup> of day December, 2025.



AMY B. BRYANT  
JUDGE OF SUPERIOR COURTS  
CORDELE JUDICIAL CIRCUIT



GILL BRADDY  
JUDGE OF SUPERIOR COURTS  
CORDELE JUDICIAL CIRCUIT



T. CHRISTOPHER HUGHES  
CHIEF JUDGE OF SUPERIOR COURTS  
CORDELE JUDICIAL CIRCUIT