V I R G I N I A :

IN THE CIRCUIT COURT OF FAIRFAX COUNTY

COMMONWEALTH OF VIRGINIA	)	Case No(s): _____
	)	
VERSUS	)	_____
	)	
_____	)	Trial Date: _____

CRIMINAL CASE STATUS FORM

I, _____, counsel of record for the Defendant in this (these) case(s) hereby request that on the trial date the matter be set on the Court's docket for: (Mark only one of the following)

☐ **A. Entry of a guilty plea**
☐ **B. Trial with a jury**
☐ **C. Trial without a jury (Commonwealth agrees to waive jury)**
☐ **D. Status hearing (explanation required):** _____

_____

_____

Time Estimate: _____

Instructions:

This form must be submitted to the Court by defense counsel (1) by filing with the Clerk of Court in the Criminal Division, or (2) by facsimile to (703) 385-4432, **no earlier than four business days before the trial date and no later than 1:00 p.m. two business days before trial date**. Counsel shall also properly serve the Commonwealth's Attorney's Office. If the status of the case changes after filing this Case Status Form, counsel must immediately advise the Criminal Docket Clerk (703) 246-4946 and the Office of the Commonwealth's Attorney (703) 246-2776.

If you request that the case be set for a status hearing, counsel must provide an explanation. If the explanation would disclose confidential client information, counsel may state this in lieu of providing an explanation. If the Court accepts the explanation, the case will be set for status and counsel may excuse witnesses from appearing for trial. If the Court rejects the explanation, counsel will be directed to file another Criminal Case Status Form or to contact calendar control.

_____ Date

_____ Counsel for the Defendant

_____ Telephone Number