

HON. RICHARD C. KLOCH, SR.
Niagara County Courthouse
175 Hawley Street
Lockport, New York 14094
PHONE: (716) 439-7055 / FAX: (716) 439-7039

Law Clerk:	Ronald J. Winter, Esq.	439-7054
Secretary:	Beverly Maziarz	439-7055
Court Clerk:	Nicole Schug	439-7057
Court Reporter:	Lisa Mullane	439-7056

MOTIONS **2nd and 4th Thursdays at 9:30 a.m.**

Special Term motions are not called by Index Number but by the order in which all the attorneys are present and checked in with the Court Clerk.

Civil

All moving papers answering papers, memoranda and special term note of issue to be received by Lockport chambers at least seventy-two [72] hours prior to return date. (i.e. close of business the Monday before Special Term.) Court requires strict adherence to CPLR 2214 (b). Affirmation of good faith required for discovery motions. Original papers to be supplied to the Court. Oral argument required unless written consent by all attorneys to submit papers is received or the Court directs otherwise. TROs handled on a case-by-case basis. TROs must be on notice to other attorney if known or where a government entity is involved. Orders to show cause/TROs on a case assigned to another judge will be signed only upon prior approval of IAS judge or law clerk. Motions cannot be adjourned generally. An adjournment can be obtained without court permission, on consent of all counsel, by informing the court clerk at least twenty-four [24] hours prior to return date. The Court follows prevailing rules that motions must be heard within 60 days. Any motion exceeding 60 days will be dismissed. Orders must be approved by opposing counsel prior to submission to the Court by initialing each page or submitting a letter indicating approval.

CONFERENCE

Civil

Preliminary conferences are scheduled upon filing of the RJI and assignment. At this conference a scheduling order will be issued. Pretrial conferences will be scheduled upon Court's receipt of a calendar note of issue. All conferences before IAS judge or law clerk. Pleadings required in advance of conference.

Adjournments granted only with consent of all attorneys, subject to Court approval.
Adjournments granted on consent of the secretary, but never beyond the 45 day requirement.

No adjournments will be granted on date of the scheduled conference except in extreme emergency and by consent of the judge.

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TRIALS and REFERENCES

Civil

Adjournments by judge only. Pleadings, list of witnesses, proposed jury charge and verdict sheet and papers for motions *in limine* required two [2] weeks in advance. Jury selection begins at 9:30 a.m., Mondays, with trial to follow immediately. Conference with the IAS judge upon completion of jury selection. Counsel are required to comply with trial practice rules of Court which will be provided to attorneys.

CORRESPONDENCE

All correspondence to the Court should be sent to the Lockport chambers, not the Buffalo chambers.