

STATE COURT OF BIBB COUNTY
STATE OF GEORGIA

STANDING ORDER – CIVIL CASES
EFFECTIVE JUNE 1, 2026

1. THE COURT'S FILE.

Pursuant to O.C.G.A. § 15-7-5, electronic filing is mandatory in civil cases in the State Court of Bibb County. The Court uses a private vendor, currently PeachCourt, as the portal for electronic filing. The vendor's indication of filings is not the Court's record. The Court's record is contained in the Court's case management system. Parties should not rely on the docket shown by a vendor to determine what is contained in the Court's record.

2. COURT REPORTING.

The State Court of Bibb County does not have court reporters on staff. Any party who wants a court reporter for takedown of any proceeding will need to contract with a licensed court reporter. The Court utilizes a digital, audio recording system, as authorized by O.C.G.A. § 15-7-47 and § 15-14-22(5). When the parties do not provide a court reporter for takedown, they consent to the use of the digital recording for take down. A copy of the digital recording will be provided upon request and a payment of \$30.00. Transcripts may be prepared from the digital recording, by a licensed court reporter, at the request and expense of the requesting parties.

3. DISCOVERY.

When responding to interrogatories, requests for production, and requests for admission, the responding party shall restate the questions and/or requests followed by the answers and/or objections. If information or documents are being withheld based on the objections asserted, the response shall so indicate.

When disclosing experts, the disclosing party shall state the subject matter on which the expert is expected to testify, the substance of the facts and opinions to which the expert is expected to testify, and a summary of the grounds for each opinion.

O.C.G.A. § 9-11-26.

In complex cases, the Court will enter a scheduling order on the request of either party. Generally, the scheduling order will include deadlines for completion of fact discovery and expert discovery, a deadline for filing dispositive motions, partially dispositive motions, and challenges to experts, and a date for hearing such motions. The Court will entertain a request for a special setting, after discovery is complete.

4. MOTIONS.

The parties shall notify the Court when a motion is ready to be heard or decided. If the motion is uncontested, the parties shall file a proposed order through the Court's filing portal for the Court's consideration. If the motion is contested, either party may request the Court to either schedule a hearing on the motion or to rule on the motion without a hearing. If the parties do not notify the Court of a pending motion, the Court will not be aware that there is a pending motion that needs to be decided.

5. CIVIL TRIAL CALENDAR.

The parties shall notify the Court when a case is ready for trial. The Court or any party may request that a case be placed on a jury trial calendar or be set for a non-jury trial.

To be placed on the jury trial calendar, a party shall file a request for placement of the case on the jury trial calendar, at least 45 days before the first Monday of the jury trial week(s), and shall provide a copy of the request to the assigned Judge's secretary and to all counsel (or parties, if self-represented).

To be set for a non-jury trial, a party shall file a request for placement on a non-jury trial date and shall provide a copy of the request to the assigned Judge's secretary and to all counsel (or parties, if self-represented).


6. PRETRIAL ORDER.

The format for proposed pretrial orders shall be substantially in the format contained in Rule 7.2 of the Uniform Rules for the Superior/State Courts. **Additionally, the pretrial order shall expressly indicate:**

- a. The specific amounts claimed in special damages, designated by category, i.e., past medical expenses, future medical expenses, lost earnings.
- b. Whether the jury will be asked to consider a non-party's alleged fault and whether any non-party is to be included on the verdict form.
- c. Whether the claim for damages is greater than \$50,000. (O.C.G.A. § 15-12-122).
- d. Whether the amount in controversy is less than \$150,000.00. (O.C.G.A. § 51-12-15).

SO ORDERED this 5th day of May, to be effective June 1, 2026. A copy of this Standing Order shall be filed in the minutes of the Court and posted on the Court's website.

IT IS FURTHER ORDERED that the Court's Standing Order – Civil Cases which went into effect on May 1, 2011, is rescinded as of June 1, 2026.



Jeff Hanson, Chief Judge



Sharell Lewis, Judge
State Court of Bibb County