

TITLE IV
Chapter 24 - Procedure
Rule 24.5 - Extensions of Time To Plead
Appendix 24.5 - Court-Specific Rules Concerning Extensions of Time To Plead in Family Law Proceedings

**First Judicial District
Court**

Any motion for an extension of time shall state:

Parish of Caddo

- (a) The date on which the defendant or responding party was served;
 - (b) A statement as to whether or not a rule to show cause is pending in the case and, if so, the return date of the rule; and
 - (c) A statement as to whether this motion is the first or subsequent extension requested.
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**Second Judicial District
Court**

**Parishes of Bienville,
Claiborne and Jackson**

**Third Judicial District
Court**

**Parishes of Lincoln and
Union**

**Fourth Judicial District
Court**

**Parishes of Morehouse
and Ouachita**

**Fifth Judicial District
Court**

**Parishes of Franklin,
Richland and West
Carroll**

**Sixth Judicial District
Court**

**Parishes of East Carroll,
Madison and Tensas**

**Seventh Judicial District
Court**

Parishes of Catahoula and Concordia	
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Eighth Judicial District Court	
Parish of Winn	
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Ninth Judicial District Court	
Parish of Rapides	
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Tenth Judicial District Court	
Parish of Natchitoches	
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Eleventh Judicial District Court	
Parish of Sabine	
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Twelfth Judicial District Court	
Parish of Avoyelles	
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Thirteenth Judicial District Court	
Parish of Evangeline	
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Fourteenth Judicial District Court	
Parish of Calcasieu	
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Fifteenth Judicial District Court	Any motion for an extension of time shall contain a statement as to whether the motion is for the first, second or subsequent extensions requested.
Parishes of Acadia, Lafayette and Vermilion	

**Sixteenth Judicial
District Court**

**Parishes of Iberia, St.
Martin and St. Mary**

**Seventeenth Judicial
District Court**

Parish of Lafourche

**Eighteenth Judicial
District Court**

**Parishes of Iberville,
Pointe Coupee and West
Baton Rouge**

Except for extreme emergencies, any ex parte application, including applications for an extension of time or continuance, shall be in writing and shall set out in detail the effort of the applicant to inform opposing counsel, or in the case of an unrepresented individual, the opposing litigant, of the content of the motion and the date and time the motion will be presented to the Court. Except for the most unusual circumstances, the Court shall hear from opposing counsel or litigant before acting on an ex parte motion.

**Nineteenth Judicial
District Court**

**Parish of East Baton
Rouge**

**Family Court, Parish of
East Baton Rouge**

**For the Parish of East
Baton Rouge**

A. Except by written consent of all parties, only one order will be signed ex parte extending the time for pleading and such extension will not be in excess of fifteen days beyond the time allowed by law. However, this rule may be waived by the Court in exceptional cases. Motions and rules for any other extensions or exceptions shall be tried contradictorily by preference.

B. After a case has been allotted and except as otherwise provided in the rules, all contradictory hearings shall be held before the judge then presiding over that division.

C. Extensions and Continuances. Except for extreme emergencies, any ex parte application, including applications for an extension of time or continuance, shall be in writing and shall set out in detail the effort of the applicant to inform opposing counsel, or in the case of an unrepresented individual, the opposing litigant, of the content of the motion and the date and time the motion will be presented to the Court. Except for the most unusual circumstances, the Court shall hear from opposing counsel or litigant before acting on an ex parte motion.

**Twentieth Judicial
District Court**

**Parishes of East Feliciana
and West Feliciana**

Twenty-First Judicial

District Court

**Parishes of Livingston,
St. Helena and
Tangipahoa**

**Twenty-Second Judicial
District Court**

**Parishes of St. Tammany
and Washington**

**Twenty-Third Judicial
District Court**

**Parishes of Ascension,
Assumption and St.
James**

**Twenty-Fourth Judicial
District Court**

Parish of Jefferson

A. Any motion for extension of time shall state:

1. The date on which the defendant or responding party was served;
2. Whether a hearing officer conference, commissioner, or district court date is set and, if so, the date and time; and
3. Whether the motion is the first or a subsequent request.

B. Every attempt shall be made to hold hearing officer conferences and district court and commissioner hearings and trials on the dates originally set. In the event a motion for extension of time is granted, every attempt shall be made to grant the extension of time for a period which will preserve the hearing officer conference, commissioner and district court dates originally set.

C. Except by written consent of all parties, or for good cause shown, only one order will be signed ex parte extending the time for pleading and such extension will not be in excess of thirty (30) days beyond the time allowed by law.

D. Motions and rules for any other extensions or exceptions shall be tried contradictorily, with preference.

E. Except for emergencies, any ex parte motion, including, but not limited to, a motion for a continuance, shall be in writing and shall set out in detail the effort of the applicant to inform opposing counsel, or in the case of an unrepresented individual, the opposing litigant, of the content of the motion and the date and time the motion will be presented to the court. Except for unusual circumstances, the court shall hear from opposing counsel or litigant before acting on an ex parte motion.

**Twenty-Fifth Judicial
District Court**

Parish of Plaquemines

**Twenty-Sixth Judicial
District Court**

**Parishes of Bossier and
Webster**

**Twenty-Seventh Judicial
District Court**

Parish of St. Landry

**Twenty-Eighth Judicial
District Court**

Parish of LaSalle

**Twenty-Ninth Judicial
District Court**

Parish of St. Charles

**Thirtieth Judicial District
Court**

Parish of Vernon

**Thirty-First Judicial
District Court**

Parish of Jefferson Davis

**Thirty-Second Judicial
District Court**

Parish of Terrebonne

**Thirty-Third Judicial
District Court**

Parish of Allen

**Thirty-Fourth Judicial
District Court**

Parish of St. Bernard

**Thirty-Fifth Judicial
District Court**

Parish of Grant

**Thirty-Sixth Judicial
District Court**

Parish of Beauregard

**Thirty-Seventh Judicial
District Court**

Parish of Caldwell

**Thirty-Eighth Judicial
District Court**

Parish of Cameron

**Thirty-Ninth Judicial
District Court**

Parish of Red River

**Fortieth Judicial District
Court**

**Parish of St. John the
Baptist**

Civil District Court

Parish of Orleans

Criminal District Court

Parish of Orleans

**Forty-Second Judicial
District Court**

