

The Supreme Court of South Carolina

Re: Local Rule for the Fifteenth Judicial Circuit—Court
of Common Pleas

ORDER

Pursuant to Article V, § 4 of the South Carolina Constitution, the attached local rule is approved for use in the Fifteenth Judicial Circuit.

This order is effective upon signing and remains in effect unless amended or rescinded by the Chief Justice.

s/ John W. Kittredge

John W. Kittredge
Chief Justice of South Carolina

March 26, 2026
Columbia, South Carolina



State of South Carolina
The Circuit Court of the Fifteenth Judicial Circuit

B. Alex Hyman
Chief Administrative Judge

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In order to assure the efficient management of the Common Pleas jury/non-jury dockets for Horry and Georgetown County, the Chief Administrative Judge has enacted the following requirements.

CONTINUANCE REQUESTS

Before any continuance request is considered, all parties must be notified and given the opportunity to object or consent. The continuance must state specific reasons as to the good cause for the request. The Chief Administrative Judge will not entertain a request for continuance if submitted **less than one (1) week before the trial/hearing**. Thereafter, all continuance requests will be left up to the discretion of the trial judge at roster call. Even with the consent of all parties, a request for continuance does not mean the case is automatically continued. A case is not continued until there is an affirmative response from the Court or Clerk's Office.

IN PERSON HEARINGS

All hearings in the Court of Common Pleas for the Fifteenth Judicial Circuit shall be conducted **in person** unless the presiding judge expressly authorizes the hearing to be conducted remotely. Any party seeking a remote hearing must contact the presiding judge directly and obtain approval in advance of the scheduled hearing.

NOTICE OF APPEARANCE

No attorney shall be permitted to appear, argue, sign filings, file motions or pleadings, participate in conferences, examine witnesses, or otherwise act as counsel of record in any case pending in this Court unless the attorney, or another attorney employed by the same law firm, has filed a written Notice of Appearance in that case with the Clerk of Court.

ORDERS OF PROTECTION

The Chief Administrative Judge will sign orders of protection. However, the moving party must put in writing on the proposed order that they attest that none of their cases have any pending hearing/trial dates. If they do have pending court dates, the party must request a continuance for these dates and confer with opposing counsel first. Only one order is necessary for protection. The Clerk does not need an order for each case.

MOTIONS TO COMPEL

In accordance with Rule 11, SCRCP and this Administrative Order, the parties must **communicate orally** in a good faith effort to resolve the pending motion to compel. The parties must orally communicate after the motion has been scheduled and before the hearing of the motion – even if they have communicated prior to the filing of the motion.

PRIORITY MATTERS

In scheduling motions, priority will be given to emergency matters, discovery motions, settlement hearings and any matter deemed necessary in accordance with Rule 40(h), SCRCP.

MINOR/DEATH SETTLEMENTS

To have a settlement motion heard, the moving party should file either the petition or a motion to approve settlement with the Clerk's Office. The petition or updated petition may be supplemented after the filing. The parties may then ask the scheduling Clerk for a specific date for the settlement hearing based on the Court calendar published on the County website.

As soon as the minor/death settlement has been scheduled, the moving party should reach out to the presiding judge's office and inquire as to their preferences/requirements for these hearings. Failure to do this, may result in the motion to approve being continued until the next available term.

AMENDED SCHEDULING ORDERS

The Court will not entertain amended scheduling order requests without a detailed explanation of why the amendment is necessary, and a copy of the existing scheduling order.

SUBMISSION OF PROPOSED ORDERS

All orders tendered to any judge of the Court of Common Pleas for review and signature shall be submitted in final form and shall not include the word "proposed" or any similar qualifier in the document's title, caption, footer, signature block, or body text.

Rationale. Removing the term "proposed" from documents submitted for judicial review reduces confusion in the record, prevents inadvertent filing or circulation of documents bearing inconsistent designations, and ensures that, upon judicial execution, the document reflects its operative status without further modification.

PENDING MOTIONS TO RECONSIDER (59e)

If a party has properly filed a motion to reconsider and they have not received a decision more than 30 days since the service, the moving party shall reach out to the Chief Administrative Judge and provide him with the information.

The party must serve the motion in compliance with Rule 59(g), SCRCP, otherwise the motion may be denied by the Chief Administrative Judge.

STATUS CONFERENCES/PRE-TRIAL HEARINGS

If the parties are seeking an informal status conference (Rule 16(e)), SCRCP, please reach out directly to the Chief Administrative Judge's office and inquire as to his availability. The Chief Administrative Judge will attempt to schedule the parties for an in-person or virtual status conference as soon as practicable. A status conference is not necessary for a first time scheduling order.

ROSTER MEETINGS

Roster meetings will be held the Monday morning of the term of court. The date and location will be provided in the trial notice.

ATTENDANCE AT THE JURY ROSTER CALL

All attorneys and pro se litigants must be present at the roster call unless Ms. Harrelson has been provided a signed order referring, continuing, settling, or striking or otherwise ending the case one **(1) week prior to the roster call**. If an order has not been signed in your case, **YOU MUST APPEAR FOR ROSTER CALL**.

MEDIATION

Cases that are not in compliance with mediation under Rule 5(f), ADR, will be scheduled for a Rule to Show Cause hearing. Parties may be excused from the hearing if they provide the Court with Proof of ADR, a scheduling order with a specific date of when mediation will be completed, or with a scheduled date for mediation to occur within 60 days of the Rule to Show Cause hearing, or at the Court's discretion.

UPDATES TO ADMINISTRATIVE ORDER

This Administrative Order will be reviewed, and amended if necessary. The Chief Administrative Judge shall meet with the Georgetown County and Horry County Bar Association Officers periodically if needed to discuss any suggestions or changes to the administrative order. Failure to comply with this Order may result in sanctions.

s/B. Alex Hyman _____
Chief Administrative Judge
Fifteenth Judicial Circuit

March 6, 2026