

**IN THE CIRCUIT AND DISTRICT COURTS OF MADISON COUNTY, ALABAMA  
23rd JUDICIAL CIRCUIT**

**GENERAL ADMINISTRATIVE ORDER REGARDING  
DEFAULT JUDGMENTS IN CIVIL PROCEEDINGS**

The Judges of the 23<sup>rd</sup> Judicial Circuit having determined that it would be beneficial to the administration of justice in the Circuit and District Courts of Madison County for a General Administrative Order to be entered regarding default judgments in all civil proceedings. Therefore, effective immediately, it is **ORDERED** that the following procedure will be followed in all civil actions wherein a party seeks judgment by default:

1. The Clerk of this Court will make entry of default;
2. The civil action will be forwarded to the assigned judge for determination of the legal sufficiency of the plaintiff's claim and entry of judgment, if appropriate;
3. A copy of this Order shall be distributed to all members of the Huntsville-Madison County Bar Association, shall be posted on the website for the 23<sup>rd</sup> Judicial Circuit, and shall be maintained in the Circuit Court Clerk's Office and the Court Administrator's Office.

Done this the 31<sup>st</sup> day of August, 2015.



**Karen K. Hall, Presiding Circuit Judge  
on behalf of the Circuit and District Judges  
of the 23<sup>rd</sup> Judicial Circuit**