

**Office of the State's Attorney  
For Baltimore City**  
208 The Clarence M. Mitchell, JR. Courthouse  
Baltimore, Maryland 21202

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State's Attorney

Your Options on what to do with a Criminal Misdemeanor Court Case or Cases are:

**TO CLOSE A CASE:**

**Reason:** If you have mutually reached an agreement, which has resolved the issues at the heart of the conflict, you may:

**Process:** Request that your case be closed, and the Community Mediation Program on your behalf will submit your request to the State's Attorney's Office.

- The Assistant State Attorney will consider your request. In most instances, the State will dismiss your case by way of a nolle prosequi.
- You do not need to be present in court, unless notified by the State's Attorney's Office.
- You will receive a document in the mail from the court clerk informing you of nolle prosequi for your records. The clerk will do the paperwork on your court date.

**Language for the Agreement:** "So and So requests that the State close District Court Case #....."

**TO POSTPONE A CASE:**

**Reason One:** You have not completed your mediation.

**Process:** *Before* 10 working days of the trial date, you may request the Community Mediation Program to inform the State's Attorney's Office of your need for a postponement. The State will submit a written request to the court, and you will receive a new summons with a new court date in the mail.

*Within* 10 working days of the trial date everyone needs to appear in court to request a postponement. That process usually takes about an hour from the time the judge enters the court.

**Reason Two:**

You have completed your mediation, but a condition attached to your mediation agreement (such as payment of money by a certain deadline) has not yet been completed.

**Process:** You need to appear in court on the trial date to request the postponement and it is at the discretion of the judge to grant it for completion conditions. The court may grant the postponement for a period up to 90 days.

**Language for the Agreement:** "So and So requests that the State postpone District Court Case # for --- days, for the completion of some of the conditions of our agreement. We know that we need to appear in court on the new trial date. At that time we will either ask the State to close the case or proceed with the prosecution. The Court clerk may send the new summons to the following addresses (list your current addresses)".

**TO PROCEED WITH THE COURT CASE:**

**Reason:** The issues were not resolved in mediation and you wish to proceed with the court case.

**Process:** Appear in court at the scheduled time.

Any questions, please contact the State's Attorney Mediation Coordinator at 410-878-8723

**A Special Note**

**If you have any other court cases that are not mentioned in your mediation agreement you need to attend court on the day they are scheduled.**