



## Michigan Supreme Court

State Court Administrative Office  
Michigan Hall of Justice  
P.O. Box 30048  
Lansing, Michigan 48909  
Phone (517) 373-0128

John A. Hohman, Jr.  
State Court Administrator

### MEMORANDUM

DATE: January 22, 2015

TO: District Court Judges and Administrators

FROM: John A. Hohman, Jr.

RE: Model Local Administrative Order for Appointment of Magistrate

---

The model local administrative orders for appointment of magistrate and attorney magistrate have been updated to incorporate the amendments to district court magistrate authority, as provided by PAs 123 and 124 of 2014, PA 383 of 2014, PA 384 of 2014, and PA 389 of 2014. Specifically, these Acts provide:

- Public Acts 123 and 124 provide district court magistrates the authority to conduct probable cause conferences and all matters allowed at the probable cause conferences, except for the taking of pleas and sentencing.
- Public Act 383 provides district court magistrates with the authority to sign an electronically issued search warrant from any location in this state. Additionally, it allows a district court magistrate to issue a suppression order for a search warrant affidavit and a search warrant tabulation.
- Public Act 384 provides district court magistrates with authority to hear and preside over motions to set aside default or withdraw admissions in civil infraction actions.
- Public Act 389 provides district court magistrates authority to issue an arrest warrant by electronic means. The district court magistrate must orally administer the oath or affirmation in person or by any electronic or electromagnetic means of communication to an applicant for an arrest warrant. A district court magistrate may sign an electronically or electromagnetically issued arrest warrant when he or she is at any location in this state.

If you would like to authorize your magistrates to perform the additional duties permitted by the above-referenced public acts, please submit an updated LAO to your regional office. You can [obtain the new models here](#) by clicking *Select model LAO 3b for attorney magistrate* or *Select model LAO 3a for non-attorney magistrate*. If you have any questions, please feel free to contact Julia Norton at 517-373-3756 or [nortonj@courts.mi.gov](mailto:nortonj@courts.mi.gov) or Bobbi Morrow at 517-373-2173 or [morrowb@courts.mi.gov](mailto:morrowb@courts.mi.gov).