

KING WILLIAM COUNTY
JUVENILE & DOMESTIC RELATIONS DISTRICT COURT
9TH Judicial District
Updated 7/1/2026

Presiding Judge:

Honorable Mara M. Matthews

Clerk's Office:

Shannon F. Meadowcroft, Clerk of Court

smeadowcroft@vacourts.gov

Mailing Address:

351 Courthouse Ln., Suite 206
King William, VA 23086

Physical Address:

351 Courthouse Ln
King William, VA 23086

Clerk's Office Phone, Fax, Websites:

804-769-4946- phone

804-769-4940- fax

www.kwc.gov

www.vacourts.gov/courts/jdr

Court Services Unit:

Joseph Wright, Jr., Director, 9th Judicial District

Joe.jackson@djj.virginia.gov

757-564-2460- phone

Intake/Probation Officer Serving this Court:

Antionette Rooks-Knight

804-769-4944- phone

-Intake is completed by appointment

Magistrate:

Deborah Lott, Chief Magistrate, 9th Judicial District

804-508-7304- phone

dlott@vacourts.gov

Sheriff:

Donald Lumpkin

351 Courthouse Ln

King William, VA 23086

804-769-0999-phone

Department of Social Services:

Rickard Waugh, Director
172 Courthouse Ln
McAllister Building
King William, VA 23086
804-769-4905- phone

Dockets:

2nd & 5th Mondays

8:15 a.m., Arraignments
9:00 a.m., Traffic & Protective Orders
9:30 a.m., Bond Hearings
9:30 a.m., Criminal Trials & Preliminary Hearings
10:30 a.m., Criminal Trials & Preliminary Hearings
11:30 a.m., Criminal Trials & Preliminary Hearings
1:00 p.m., Criminal and Traffic Dispositions

4th Mondays

8:15 a.m., Arraignments
9:00 a.m., Traffic & Protective Orders
9:30 a.m., Bond Hearings
9:30 a.m., Criminal Trials & Preliminary Hearings
10:30 a.m., Criminal Trials & Preliminary Hearings
11:30 a.m., Criminal & Traffic Dispositions
1:00 p.m., DCSE Support
2:00 p.m., DCSE and non-DCSE Support

2nd and 4th Tuesdays

9:00 a.m., Preliminary Hearings for Custody/Visitation/Support
10:00 a.m., Contested Custody/Visitation & DSS
1:00 p.m., Contested Custody/Visitation & DSS

1st and 2nd Fridays

9:00 a.m., Child Support and/or Contested Custody/Visitation
10:00 a.m., Contested Custody/Visitation
1:00 p.m., Contested Custody/Visitation

Continuances:

Continuance Requests are decided on a case-by-case basis. Please call the Clerk's office to obtain a copy of this form.

Remote Hearings:

Please call the Clerk's Office to obtain a Motion for Remote Hearing.
King William JDR accepts the completed motion from counsel and pro-se parties.

Support, Custody, Visitation:

- All petitions and motions to amend filed regarding matters of support, custody, and visitation must be filed on state forms. Each child requires a separate petition or motion for each issue.
- Child Support and Spousal Support must be filed on separate petitions.
- The Clerk's Office will make the referral to Mediation if deemed appropriate.
- Petitions filed regarding custody/visitation/support involving biological parents will be referred to the Parent Education Class. Failure to attend this class may prohibit presentation of evidence or may result in dismissal of case. This class is required in all contested cases and satisfies the requirements of Virginia Code 16.1-278.15 and 20-103. The referral will be attached to the summons sent to the parties.
 - o <http://www.courts.state.va.us/courtadmin/aoc/djs/programs/parenteducation/home.html>

SIJS Petitions:

- SIJS and Custody petitions must be filed on separate petitions if requesting both be established. If Custody has already been established, only an SIJS petition is required.
- If you are filing a petition for physical custody to be determined pursuant to findings that must be made for SIJS in persons 18-21 years of age, there is no filing fee.

Filing/Service Fees:

Establish Paternity: \$12/service (per party)
Disestablish Paternity: \$12/service (per party)
Custody/Visitation: \$25 filing fee per petitioner
Relief of Custody: \$12/service (per party)
Emancipation: \$12/service (per party)
Child Support: No fee
Spousal Support: \$12/service (per party)
Witness subpoena for civil matters: \$12/service
Subpoena duces tecum for civil matters: \$12/service

Checks should be made payable to: King William JDR Clerk's Office

For waiver of filing fees, sheriff's fees, or writ tax, please use:

<http://www.vacourts.gov/forms/circuit/cc1414.pdf>

Online Payments:

Online payments for matters post-trial can be made at:

<http://www.vacourts.gov/caseinfo/tickets.html>

Pre-payments for juvenile traffic tickets are only accepted in person at the Clerk's Office.

HOPE Cards:

King William County JDR participates in the HOPE Card program. Information regarding this service can be found at:

[Judicial Services: DVPS \(vacourts.gov\)](http://vacourts.gov)

You can also contact Victim Witness at 804-769-4159.

Driver's License Ceremony:

Driver's licenses are sent directly to the licensee. King William JDR is not currently holding ceremonies.

Portable Device Policy:

[King William Juvenile and Domestic Relations District Court | Virginia Court System](#)

Artificial Intelligence Use Policy:

[King William Juvenile and Domestic Relations District Court | Virginia Court System](#)