

LOCAL RULE 3: MOTION TO CONTINUE

3.01 REQUIREMENTS

A. Motions to continue must conform to the following:

- a. The motion must be in writing and state a reason.
- b. The motion must contain a statement that the opposing counsel or pro se party was contacted, and that they either object or do not object to the continuance.
- c. The motion must contain the consent of the moving litigant and, if this cannot be obtained, a written explanation of why the consent cannot be obtained.
- d. The motion must be filed at least (7) seven days before the scheduled hearing date.

B. ORDERS

The motion must be accompanied by an order containing a blank notice of the new hearing date, and signature line. If the motion is granted, the Court will serve the entry on the moving party and all other parties listed in the certificate of service.

C. VACATIONS

The Court will try to accommodate attorneys who submit advance notice of their planned vacations in writing to the Assignment Commissioner. Filing such notice does not obviate the requirement to file a written motion to continue pursuant to Loc. R. 3.01.