

PROCEDURE FOR REQUESTING TELEPHONIC APPEARANCE

Honorable Vincent P. Zurzolo

United States Bankruptcy Judge

Judge Zurzolo approves some requests for telephonic appearances at hearings and status conferences. He does not approve telephonic appearances at pre-trial conferences. Once a request has been approved, an attorney will call the chamber's phone number directly or have the call to chambers placed by a pay service (such as Court Call).

I. Checking Tentative Rulings

It is possible that a matter has been posted "no appearance required." Please check the "**Tentative Rulings**" link on the main page of the court's website at www.cacb.uscourts.gov.

Tuesday hearings - tentative rulings are posted the prior Thursday or Friday.

Thursday hearings/status conferences - tentative rulings are posted the prior Tuesday.

II. Advance Request

At least 2 full court days prior to a hearing or status conference, contact Judge Zurzolo's chambers (213-894-3721 or 213-894-3755). Please provide the following information:

- * Date and time of hearing/status conference
- * Name & BK case number of Debtor, and Adversary Proceeding No. (if applicable)
- * Name & phone # of attorney requesting appearance. If attorney practices outside of California, demonstrate approval of appearance pro hac vice.
- * Name of client
- * Specific reason(s) for request (location, unavoidable scheduling, emergency, etc.)

A clerk will promptly call back to provide notice of Judge Zurzolo's decision.

III. Conditions for Approval

If **only one attorney is approved** for a specific time, that attorney has the choice to call the chambers line directly or via Court Call on the day of the hearing/status conference.

If **more than one attorney** is approved for a specific time, all approved attorneys must call together on one line, as there is only one phone line available in the courtroom. The first attorney approved has the choice of calling chambers directly via conference call, or having all approved attorneys use a pay service. All attorneys approved must cooperate to place the call.

IV. Day of the Hearing/Status Conference

TIME -- Call **10 minutes prior** to the hearing/status conference (213-894-3755).

METHOD – Call on a regular land-line. Absolutely no cell phones or speaker phones.