

## SELF-CALENDARING INSTRUCTIONS

**ATTENTION: FOR CHAPTER 11 BANKRUPTCY CASES FILED IN RIVERSIDE, PLEASE CALL (213)894-6172 TO OBTAIN A HEARING DATE.**

**FOR CHAPTER 13 HEARING DATES, SEE ATTACHED CALENDAR FOR AVAILABLE DATES.**

**HEARINGS REGARDING RIVERSIDE DIVISION CASES ASSIGNED TO JUDGE DONOVAN ARE HELD IN RIVERSIDE DIVISION COURTROOM 303**

The self-calendar system is designed to allow both counsel and parties to schedule hearing dates for matters heard on regular notice, without having to contact the courtroom deputy to obtain a hearing date. Matters that do not require hearings may be filed in accordance with Local Bankruptcy Rule 9013-1(g)(1).

**ATTENTION: MOTIONS CALENDARED THROUGH THE COURT'S CM/ECF SYSTEM MUST BE IMMEDIATELY DELIVERED TO THE INTAKE AREA OF THE DIVISIONAL OFFICE. IF A PAPER COPY OF THE MOTION IS NOT SUBMITTED TO THE COURT, THE MOTION WILL NOT BE PLACE ON CALENDAR.**

Parties may select their own hearing dates for the following:

**Motions for Relief From Stay**

**Disclosure Statements**

**Objections to Claims**

**Fee Applications in chapter 7 and chapter 11 cases**

**Employment Applications**

**Any motion in a chapter 7 or 11 case or an adversary proceeding not identified below as being ineligible for self-calendaring**

**Certain Motions for Relief from Stay Heard on Shortened Time<sup>1</sup>**

---

<sup>1</sup> Motions calendared on shortened time in accordance with this procedure must be filed with the court and served on all parties entitled to receive notice of the motion by such means as to ensure that the moving papers and notice of hearing are actually received not later than 5 court days prior to the date of the hearing. [In addition, telephonic notice of the date, time and place of the hearing on the motion must be given to all parties entitled to receive notice of the motion not later than 5 court days prior to the hearing on the motion.]

(If a motion for relief from stay does not fall within one of the following enumerated categories and the movant wishes to have it heard on shortened time, the movant must apply for an order shortening time or proceed utilizing the procedures that govern emergency motions and *may not* self-calendar the motion.)

Residential unlawful detainer actions

*Postpetition* transfers of real property to the debtor

*Prepetition* transfers to the debtor--

either within 90 days of the debtor's petition date, or  
involving a fractionalized interest in real property.

The following matters **may not** be self calendared.<sup>2</sup>

Applications for Orders Shortening Time\*

Matters heard on shortened notice or on an ex parte basis\*

Emergency motions (including motions arising under General Order 02-\_\_\_)\*

Initial Status Conferences in adversary proceedings

Clusters of related matters that would ordinarily be set for different hearing times

Pre-trial Conferences

Reaffirmation Agreements

For matters that may be self-calendared, follow the steps outlined below:

**STEP 1:** Identify available dates and times for the type of matter that you want to calendar by referring to the court's website ([www.cacb.uscourts.gov](http://www.cacb.uscourts.gov)) or by calling the court's general information number (213-894-3118) and selecting the menu options necessary to direct you to calendaring information for Judge Donovan.

- **PLEASE NOTE: Calendar dates are subject to periodic revision**, so please verify that you are referring to a *current version* of Judge Donovan's monthly calendar.

**STEP 2:** Prepare a notice of hearing for the date and time that you have selected. If your motion is for relief from stay, you must provide notice in the same form as outlined by Local Bankruptcy Rule 9013-1(1)(e) (Local Forms series 350).

- **PLEASE NOTE:** By choosing a date for a relief from stay hearing that is greater than 30 days from the date you file your motion, you are deemed to have waived the time limits of Bankruptcy Code Section 362(e).

---

<sup>2</sup> For more information concerning procedures for obtaining hearings on matters on this list marked with an asterisk (\*), contact Judge Donovan's law clerk Matthew R. Shaw at (213) 894-1577. For more information concerning procedures for obtaining hearings on any matter on this list *not* marked with an asterisk, contact Judge Donovan's courtroom deputy Pat Pennington at (213) 894-6172.

- STEP 3:** Give sufficient notice of all matters to all parties entitled to receive such notice pursuant to applicable provisions of the Local Bankruptcy Rules and Federal Rules of Bankruptcy Procedure. Schedule hearing dates accordingly. Moving parties may refer to Local Bankruptcy Rule 9013-1(a)(6) regarding service of the notice of the hearing and Local Bankruptcy Rule 9013-1(a)(13) regarding evidence supporting the motion.
- STEP 4:** File and serve your moving papers in a timely manner! Refer to the Local Bankruptcy Rules and Federal Rules of Bankruptcy Procedure for applicable filing and service deadlines. If proof of service is insufficient, the moving party's motion may be continued or denied. Be sure to deliver a courtesy copy of all papers to the judge's chambers with the time and date of the scheduled hearing placed underneath the title of the pleading.
- STEP 5:** If the date you have selected is unavailable because you have given insufficient notice, the date and time are already fully booked or for any other reason, the courtroom deputy will contact you to arrange an alternative date. **The court reserves the right to reschedule any hearing.** You will be notified promptly if your hearing has been re-set.
- STEP 6:** Bring your proposed order to the hearing, together with whatever notices of entry, copies and envelopes may be required, so that the judge can sign the order at the hearing if your motion is granted. **Do not lodge the proposed order prior to the hearing.** (You may, however, serve the proposed order on other parties, if you wish to afford them an opportunity to review the form of the order before the hearing.)

**ATTENTION: FOR CHAPTER 11 BANKRUPTCY CASES FILED IN RIVERSIDE, PLEASE CALL (213)894-6172 TO OBTAIN A HEARING DATE.**

**FOR CHAPTER 13 HEARING DATES, SEE ATTACHED CALENDAR FOR AVAILABLE DATES.**

**HEARINGS REGARDING RIVERSIDE DIVISION CASES ASSIGNED TO JUDGE DONOVAN ARE HELD IN RIVERSIDE DIVISION COURTROOM 303**

**MOTIONS CALENDARED THROUGH THE COURT'S CM/ECF SYSTEM MUST BE IMMEDIATELY DELIVERED TO THE INTAKE AREA OF THE DIVISIONAL OFFICE. IF A PAPER COPY OF THE MOTION IS NOT SUBMITTED TO THE COURT, THE MOTION WILL NOT BE PLACE ON CALENDAR.**

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
<h1>January 2009</h1>						
				1 NEW YEAR DAY HOLIDAY	2	3
4	5	6 1:30pm - Ch13 RFS Ch 13 Conf. Ch 13 Misc. Mtns.	7 10:00am - Ch 7 & Ch11RFS 10:30am - Ch 7 & Ch11 - Misc. Mtns - UST Motions - Ch11 S/C, D/S & - P/C 11:00am - FEE APPLS	8  DO NOT SET	9	10
11	12	13	14 (DO NOT SET MTNS RE ADV. PROCEEDINGS) 10:30am - Ch7 & Ch11 (misc. mtns on the main case) 11:00am - Ch7 & Ch11 RFS	15 DO NOT SET	16	17
18	19 MARTIN LUTHER KING HOLIDAY	20	21  DO NOT SET	22	23 10:00am - Ch 7 & Ch11RFS 10:30am - Ch 7 & Ch11 - Misc. Mtns - UST Motions - Ch11 S/C, D/S & - P/C	24
25	26	27 1:30pm - Ch13 RFS Ch 13 Conf. Ch 13 Misc. Mtns.	28 10:00am - Ch 7 & Ch11RFS 10:30am - Ch 7 & Ch11 - Ch11 S/C, D/S & - P/C 11:00am - FEE APPLS	29	30	31

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
<h1>February 2009</h1>						
1	2	3	4 10:00am - Ch 7 & Ch11RFS 10:30am - Ch 7 & Ch11 - Misc. Mtns - UST Motions - Ch11 S/C, D/S & - P/C	5 10:00am -S/C, & PTC 11:00am - FEE APPLS.  1:30pm - Ch13 RFS Ch 13 Confirmations Ch 13 Misc. Mtns.	6	7
8	9	10	11 10:00am - Ch 7 & Ch11RFS 10:30am - Ch 7 & Ch11 - Misc. Mtns - UST Motions - Ch11 S/C, D/S & - P/C	12	13	14
15	16 PRESIDENTS' DAY HOLIDAY	17	18 10:00am - Ch 7 & Ch11RFS 10:30am - Ch 7 & Ch11 - Misc. Mtns - UST Motions - Ch11 S/C, D/S & - P/C	19 10:00am -S/C, & PTC 11:00am - FEE APPLS.  1:30pm - Ch13 RFS Ch 13 Confirmations Ch 13 Misc. Mtns.	20	21
22	23 TRIAL WEEK	24	25 10:00am - Ch 7 & Ch11RFS 10:30am - Ch 7 & Ch11 S/C, D/S & P/C	26	27	28

12-18-08

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
<h1>March 2009</h1>						
1	2	3	4 10:00am - Ch 7 & Ch11RFS 10:30am - Ch 7 & Ch11 - Misc. Mtns - UST Motions - Ch11 S/C, D/S & P/C	5  DO NOT SET	6  DO NOT SET	7
8	9	10	11 10:00am - Ch 7 & Ch11RFS 10:30am - Ch 7 & Ch11 - Misc. Mtns - UST Motions - Ch11 S/C, D/S & P/C	12 10:00am -S/C, & PTC 11:00am - FEE APPLS.  1:30pm - Ch13 RFS Ch 13 Confirmations Ch 13 Misc. Mtns	13	14
15	16	17	18 10:00am - Ch 7 & Ch11RFS 10:30am - Ch 7 & Ch11 - Misc. Mtns - UST Motions - Ch11 S/C, D/S & P/C	19 10:00am -S/C, & PTC 11:00am - FEE APPLS.  1:30pm - Ch13 RFS Ch 13 Confirmations Ch 13 Misc. Mtns	20	21
22	23 TRIAL WEEK	24	25 10:00am - Ch 7 & Ch11RFS 10:30am - Ch 7 & Ch11 S/C, D/S & P/C	26	27	28
29	30	31				

12-18-08

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
<h1>April 2009</h1>						
			<b>1</b> 10:00am - Ch 7 & Ch11RFS 10:30am - Ch 7 & Ch11 - Misc. Mtns - UST Motions - Ch11 S/C, D/S & P/C	<b>2</b> 10:00am -S/C, & PTC 11:00am - FEE APPLS.  <b>1:30pm - Ch13 RFS</b> <b>Ch 13 Confirmations</b> <b>Ch 13 Misc. Mtns</b>	<b>3</b>	<b>4</b>
<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b> 10:00am - Ch 7 & Ch11 RFS 10:30am - Ch 7 & Ch11 - Misc. Mtns - UST Motions - Ch11 S/C, D/S & P/C	<b>9</b>	<b>10</b>	<b>11</b>
<b>12</b>	<b>13</b>	<b>14</b>	<b>15</b> 10:00am - Ch 7 & Ch11 RFS 10:30am - Ch 7 & Ch11 - Misc. Mtns - UST Motions - Ch11 S/C, D/S & P/C	<b>16</b> 10:00am -S/C, & PTC 11:00am - FEE APPLS.  <b>1:30pm - Ch13 RFS</b> <b>Ch 13 Confirmations</b> <b>Ch 13 Misc. Mtns</b>	<b>17</b>	<b>18</b>
<b>19</b>	<b>20</b> TRIAL WEEK	<b>21</b>	<b>22</b> 10:00am - Ch 7 & Ch11 RFS 10:30am - Ch11 S/C, D/S & P/C	<b>23</b>	<b>24</b>	<b>25</b>
<b>26</b>	<b>27</b>	<b>28</b>	<b>29</b> 10:00am - Ch 7 & Ch11 RFS 10:30am - Ch 7 & Ch11 - Misc. Mtns - UST Motions - Ch11 S/C, D/S & P/C	<b>30</b>		

Sunday	Monday	Tuesda	Wednesday	Thursday	Friday	Saturday
<h1>May 2009</h1>					1	2
3	4	5	6 10:00am - Ch 7 & Ch11 RFS 10:30am - Ch 7 & Ch11 - Misc. Mtns - UST Motions - Ch11 S/C, D/S & P/C	7 10:00am -S/C, & PTC 11:00am - FEE APPLS.  1:30pm - Ch13 RFS Ch 13 Confirmations Ch 13 Misc. Mtns	8	9
10	11	12	13 10:00am - Ch 7 & Ch11 RFS 10:30am - Ch 7 & Ch11 - Misc. Mtns - UST Motions - Ch11 S/C, D/S & P/C	14  DO NOT SET	15	16
17	18	19	20 10:00am - Ch 7 & Ch11 RFS 10:30am - Ch 7 & Ch11 - Misc. Mtns - UST Motions - Ch11 S/C, D/S & P/C	21 10:00am -S/C, & PTC 11:00am - FEE APPLS.  1:30pm - Ch13 RFS Ch 13 Confirmations Ch 13 Misc. Mtns.	22	23
24	25 MEMORIAL DAY HOLIDAY	26 TRIAL WEEK	27 10:00am - Ch 7 & Ch11 RFS 10:30am - Ch11 S/C, D/S & P/C	28	29	30
31						

12-18-08

Sunday	Monday	Tuesda	Wednesday	Thursday	Friday	Saturday
<h1>June 2009</h1>						
	1	2	3	4 10:00am - S/C, & PTC 11:00am - FEE APPLS.  1:30pm - Ch13 RFS Ch 13 Confirmations Ch 13 Misc. Mtns.	5	6
7	8	9	10 10:00am - Ch 7 & Ch11 RFS 10:30am - Ch 7 & Ch11 - Misc. Mtns - UST Motions - Ch11 S/C, D/S & P/C	11	12	13
14	15	16	17 10:00am - Ch 7 & Ch11 RFS 10:30am - Ch 7 & Ch11 - Misc. Mtns - UST Motions - Ch11 S/C, D/S & P/C	18 10:00am - S/C, & PTC 11:00am - FEE APPLS.  1:30pm - Ch13 RFS Ch 13 Confirmations Ch 13 Misc. Mtns.	19	20
21	22 TRIAL WEEK	23	24 10:00am - Ch 7 & Ch11 RFS 10:30am - Ch11 S/C, D/S & P/C	25	26	27
28	29	30				

12-18-08

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
<h1>July 2009</h1>						
			<b>1</b> 10:00am - Ch 7 & Ch11 RFS 10:30am - Ch 7 & Ch11 - Misc. Mtns - UST Motions - Ch11 S/C, D/S & P/C	<b>2</b> 10:00am -S/C, & PTC 11:00am - FEE APPLS.  <b>1:30pm - Ch13 RFS</b> <b>Ch 13 Confirmations</b> <b>Ch 13 Misc. Mtns.</b>	<b>3</b>	<b>4</b>
<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b> DO NOT SET	<b>9</b> DO NOT SET	<b>10</b>	<b>11</b>
<b>12</b>	<b>13</b>	<b>14</b>	<b>15</b> 10:00am - Ch 7 & Ch11 RFS 10:30am - Ch 7 & Ch11 - Misc. Mtns - UST Motions - Ch11 S/C, D/S & P/C	<b>16</b> 10:00am -S/C, & PTC 11:00am - FEE APPLS.  <b>1:30pm - Ch13 RFS</b> <b>Ch 13 Confirmations</b> <b>Ch 13 Misc. Mtns.</b>	<b>17</b>	<b>18</b>
<b>19</b>	<b>20</b>	<b>21</b>	<b>22</b> DO NOT SET	<b>23</b> DO NOT SET	<b>24</b>	<b>25</b>
<b>26</b>	<b>27</b>	<b>28</b>	<b>29</b> DO NOT SET	<b>30</b> DO NOT SET	<b>31</b>	

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
<h1>August 2009</h1>						1
2	3	4	5 10:00am - Ch 7 & Ch11 RFS 10:30am - Ch 7 & Ch11 - Misc. Mtns - UST Motions - Ch11 S/C, D/S & P/C	6 10:00am -S/C, & PTC 11:00am - FEE APPLS.  1:30pm - Ch13 RFS Ch 13 Confirmations Ch 13 Misc. Mtns.	7	8
9	10	11	12 10:00am - Ch 7 & Ch11 RFS 10:30am - Ch 7 & Ch11 - Misc. Mtns - UST Motions - Ch11 S/C, D/S & P/C	13	14	15
16	17	18	19 10:00am - Ch 7 & Ch11 RFS 10:30am - Ch 7 & Ch11 - Misc. Mtns - UST Motions - Ch11 S/C, D/S & P/C	20 10:00am -S/C, & PTC 11:00am - FEE APPLS.  1:30pm - Ch13 RFS Ch 13 Confirmations Ch 13 Misc. Mtns	21	22
23	24 TRIAL WEEK	25	26 10:00am - Ch 7 & Ch11 RFS 10:30am - Ch11 S/C, D/S & P/C	27	28	29
30	31					

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
<h1>September 2009</h1>						
		<b>1</b>	<b>2</b> 10:00am - Ch 7 & Ch11 RFS 10:30am - Ch 7 & Ch11 - Misc. Mtns - UST Motions - Ch11 S/C, D/S & P/C	<b>3</b> 10:00am -S/C, & PTC 11:00am - FEE APPLS. <b>1:30pm - Ch13 RFS</b> <b>Ch 13 Confirmations</b> <b>Ch 13 Misc. Mtns</b>	<b>4</b>	<b>5</b>
<b>6</b>	<b>7</b> LABOR DAY HOLIDAY	<b>8</b>	<b>9</b> 10:00am - Ch 7 & Ch11 RFS 10:30am - Ch 7 & Ch11 - Misc. Mtns - UST Motions - Ch11 S/C, D/S & P/C	<b>10</b>	<b>11</b>	<b>12</b>
<b>13</b>	<b>14</b>	<b>15</b>	<b>16</b> 10:00am - Ch 7 & Ch11 RFS 10:30am - Ch 7 & Ch11 - Misc. Mtns - UST Motions - Ch11 S/C, D/S & P/C	<b>17</b> 10:00am -S/C, & PTC 11:00am - FEE APPLS. <b>1:30pm - Ch13 RFS</b> <b>Ch 13 Confirmations</b> <b>Ch 13 Misc. Mtns.</b>	<b>18</b>	<b>19</b>
<b>20</b>	<b>21</b> TRIAL WEEK	<b>22</b>	<b>23</b> 10:00am - Ch 7 & Ch11 RFS 10:30am - Ch11 S/C, D/S & P/C	<b>24</b>	<b>25</b>	<b>26</b>
<b>27</b>	<b>28</b>	<b>29</b>	<b>30</b> 10:00am - Ch 7 & Ch11 RFS 10:30am - Ch 7 & Ch11 - Misc. Mtns - UST Motions - Ch11 S/C, D/S & P/C			

12-18-08

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
<h1>October 2009</h1>						
				<b>1</b>	<b>2</b>	<b>3</b>
<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b> 10:00am - Ch 7 & Ch11 RFS 10:30am - Ch 7 & Ch11 - Misc. Mtns - UST Motions - Ch11 S/C, D/S & P/C	<b>8</b> 10:00am -S/C, & PTC 11:00am - FEE APPLS.  1:30pm - Ch13 RFS Ch 13 Confirmations Ch 13 Misc. Mtns.	<b>9</b>	<b>10</b>
<b>11</b>	<b>12</b> COLUMBUS DAY HOLIDAY	<b>13</b>	<b>14</b> 10:00am - Ch 7 & Ch11 RFS 10:30am - Ch 7 & Ch11 - Misc. Mtns - UST Motions - Ch11 S/C, D/S & P/C	<b>15</b> 10:00am - S/C, & PTC 11:00am - FEE APPLS.  1:30pm - Ch13 RFS Ch 13 Confirmations Ch 13 Misc. Mtns.	<b>16</b>	<b>17</b>
<b>18</b>	<b>19</b>	<b>20</b>	<b>21</b>  DO NOT SET	<b>22</b>	<b>23</b>	<b>24</b>
<b>25</b>	<b>26</b> TRIAL WEEK	<b>27</b>	<b>28</b> 10:00am - Ch 7 & Ch11 RFS 10:30am - Ch11 S/C, D/S & P/C	<b>29</b>	<b>30</b>	<b>31</b>

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
<h1>November 2009</h1>						
1	2	3	4 10:00am - Ch 7 & Ch11 RFS 10:30am - Ch 7 & Ch11 - Misc. Mtns - UST Motions - Ch11 S/C, D/S & - P/C	5 10:00am - S/C, & PTC 11:00am - FEE APPLS.  1:30pm - Ch13 RFS Ch 13 Confirmations Ch 13 Misc. Mtns.	6	7
8	9	10	11 VETERANS DAY HOLIDAY	12	13	14
15	16	17	18 10:00am - Ch 7 & Ch11 RFS 10:30am - Ch 7 & Ch11 - Misc. Mtns - UST Motions - Ch11 S/C, D/S & - P/C	19 10:00am - S/C, & PTC 11:00am - FEE APPLS.  1:30pm - Ch13 RFS Ch 13 Confirmations Ch 13 Misc. Mtns.	20	21
22	23	24	25 DO NOT SET	26 THANKSGIVING DAY HOLIDAY	27	28
29	30					

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
<h1>December 2009</h1>						
		1	2 10:00am - Ch 7 & Ch11 RFS 10:30am - Ch 7 & Ch11 - Misc. Mtns - UST Motions - Ch11 S/C, D/S & P/C	3 10:00am - S/C, & PTC 11:00am - FEE APPLS. 1:30pm - Ch13 RFS Ch 13 Confirmations Ch 13 Misc. Mtns.	4	5
6	7	8	9 10:00am - Ch 7 & Ch11 RFS 10:30am - Ch 7 & Ch11 - Misc. Mtns - UST Motions - Ch11 S/C, D/S & P/C	10	11	12
13	14	15	16 10:00am - Ch 7 & Ch11 RFS 10:30am - Ch 7 & Ch11 - Misc. Mtns - UST Motions - Ch11 S/C, D/S & P/C	17 10:00am - S/C, & PTC 11:00am - FEE APPLS. 1:30pm - Ch13 RFS Ch 13 Confirmations Ch 13 Misc. Mtns.	18	19
20	21 TRIAL WEEK	22	23 10:00am - Ch 7 & Ch11 RFS 10:30am - Ch11 S/C, D/S & P/C	24	25 CHRISTMAS DAY HOLIDAY	26
27	28	29	30 10:00am - Ch 7 & Ch11 RFS 10:30am - Ch 7 & Ch11 - Misc. Mtns - UST Motions - Ch11 S/C, D/S &	31		