

EMERGENCY MOTIONS PROCEDURES
For Chief Judge Geraldine Mund

To obtain a hearing date for a motion on an emergency basis, the movant must file the following documents with the Clerk's Office:

1. Application for an order setting the hearing date for a motion on an emergency basis and a proposed order thereon;
2. Supporting declaration(s) justifying the setting of a hearing on an emergency basis; and
3. Motion, including all supporting papers, for which the movant seeks an emergency hearing.

To expedite the process of obtaining an emergency motion hearing date, when the movant files the documents with the Bankruptcy Court Clerk's Office, they should also place courtesy copies of all the pleadings in the courtesy copy box adjacent to the elevators on the third floor of the SAN FERNANDO DIVISIONAL OFFICE, 21041 Burbank Boulevard, Woodland Hills, CA 91367.

Judge Mund's Law clerk will call the movant within 48 hours of the documents being filed. If the movant is not contacted by Judge Mund's law clerk within 48 hours of filing the emergency motion, the movant shall call Judge Mund's law clerk at (818) 587-2843.