

**IN THE UNITED STATES BANKRUPTCY COURT
FOR THE NORTHERN DISTRICT OF ALABAMA
WESTERN DIVISION**

ORDER AND NOTICE OF TELEPHONIC HEARINGS

Due to developing issues with the COVID-19 virus, based on recommendations from the United States Centers for Disease Control and other public health officials, in the interest of public health, and for the safety and welfare of court employees:

1. Unless and until otherwise ordered, all scheduled hearings (including confirmation hearings and "show cause" hearings), scheduling conferences, status conferences, and pretrial conferences on Judge Jennifer H. Henderson's calendar¹ will be conducted **TELEPHONICALLY ONLY** (each, a "Telephonic Hearing"). **DO NOT COME TO THE COURTHOUSE.** Currently, the court is not altering hearing dates or times.
2. Telephonic Hearings will be held via an AT&T call-in number. You can find the call-in number and passcode on the court's webpage at www.alnb.uscourts.gov. (Each bankruptcy judge in the Northern District of Alabama has a specific call-in number. From the bankruptcy court's webpage, click the "Judges" tab and select Judge Jennifer H. Henderson. If you cannot locate the call-in number on the court's website, you may call the Clerk's office at 205-561-1600.) **Please check the website before the Telephonic Hearing, as the call-in number is subject to change.**
3. To participate in a Telephonic Hearing, you should call in five minutes prior to the start of the Telephonic Hearing. Once connected, **mute your phone until your case is called.** After your Telephonic Hearing is completed, please hang up to end your call. To avoid disruption and delay, **limit all background noise when your case is called, do not use a "speaker" function unless two or more persons are appearing on the same line, do not use earpieces, and do not place the call on hold** (as this may cause music or other noises to play during the hearings of other participants). Participants are encouraged to call from a landline if possible.
4. **UNLESS OTHERWISE ORDERED, PARTIES WILL NOT BE PERMITTED TO CALL OR EXAMINE WITNESSES AT TELEPHONIC HEARINGS BEFORE JUDGE HENDERSON.** Any affidavits, declarations, amended schedules, stipulations, etc. that a party would like the court to consider at a Telephonic Hearing should be filed of record in the subject case or adversary proceeding sufficiently in advance of the Telephonic Hearing and served on any opposing part(ies). Any request for an evidentiary hearing or proceeding (each, an "Evidentiary Hearing") shall be made during the Telephonic Hearing, and the court will decide whether to grant the request and specially set an Evidentiary Hearing. Evidentiary Hearings may be conducted by VTC or other remote means (or scheduled/rescheduled for a date and time when in-person appearances can be accommodated).
5. In-person appearances at the courthouse by parties or their counsel are prohibited absent extraordinary circumstances. If you cannot appear by phone but still want to appear at a hearing, you may file a motion for an in-person or VTC hearing. Any such motion must state the reasons why an in-person or VTC hearing is required and will only be granted for good cause shown.
6. If the judge or a court employee is present at the originally scheduled location and an **unrepresented** person appears in-person for a Telephonic Hearing and wants to be heard, the court may reschedule the Telephonic Hearing to accommodate that appearance. Any **represented** person who appears in-person at the originally scheduled location will be instructed to contact his or her attorney, and the Telephonic Hearing will proceed as scheduled.

DONE AND ORDERED this the 13th day of March, 2020.

/s/ JENNIFER H. HENDERSON _____
UNITED STATES BANKRUPTCY JUDGE

¹ Trials in adversary proceeding may be rescheduled for a date and time when in-person appearances can be accommodated or, alternatively, conducted via video teleconference ("VTC") or other remote means. These decisions will be made on a case-by-case basis at the pre-trial conference, which will be conducted by telephone in accordance with this order.