

**UNITED STATES BANKRUPTCY COURT  
NORTHERN DISTRICT OF ILLINOIS**

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SIXTH AMENDED GENERAL ORDER NO. 20-03

Court Proceedings During COVID-19 Public Emergency

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Because a state of emergency has been declared in response to the spread of COVID-19, and because the Centers for Disease Control and Prevention have urged reduced contact among people to slow the spread of the disease, the U.S. Bankruptcy Court for the Northern District of Illinois issues this order, *effective April 19, 2022*, to protect public health.

**1. Court hours.** The Bankruptcy Court will remain open during normal business hours, pending further order of court.

**2. All court calls to be heard electronically.** All court calls will be held remotely by electronic means. No personal appearances in court will be necessary or permitted, unless the judge orders otherwise. Attorneys must direct their clients *not* to appear in person at the courthouse.

**3. Motions.** All motions will be heard remotely by electronic means, without personal appearances.

**4. Court appearances by Zoom for Government.** The bankruptcy court will use the Zoom for Government conference platform for court appearances. There is no charge for using the service (other than the usual toll charges if a party connects by telephone).

Attorneys and parties may connect through Zoom for Government by computer or by telephone. To connect by audio only, a telephone or a computer with a microphone and speakers (or headphones) is necessary. To connect by video, a computer with a webcam and microphone

or a smartphone with audio-visual capability is necessary.

**To appear by video**, use the following link: <https://www.zoomgov.com/> Then enter the meeting ID and passcode. The applicable meeting ID and passcode can be found on the judge's page on the court's web site: <https://www.ilnb.uscourts.gov>.

**To appear by telephone**, call Zoom for Government at 1-669-254-5252 or 1-646-828-7666. The meeting ID and passcode will differ for each court call. The applicable meeting ID and password can be found on the judge's page on the court's web site: <https://www.ilnb.uscourts.gov>.

#### **5. Protocols for electronic court appearances.**

- a. Your computer or telephone must be on "mute" except when your case is called.
- b. Each time you speak, identify yourself for the record. Remember to speak slowly and distinctly. Do not interrupt others.
- c. Do not use a speaker phone or call from a public place. Disruptions or background noise may cause the judge to mute you or terminate your participation.
- d. No one except the assigned court reporter or another person that the court directs may record the audio or video.
- e. Though held remotely by electronic means, each court call is a judicial proceeding. Formalities of a courtroom will be observed. Participants must conduct themselves in a suitable manner and if appearing by video must dress appropriately.

**6. Dates and times of individual judges' court calls.** Motion calls will be held on the dates and at the times shown on each judge's page on the court's web site.

**7. Motions; Objection procedure; Service.** The following procedures apply to all motions noticed for presentment while this General Order is in effect.

- a. Every motion must be filed using the attached Notice of Motion form.
- b. Under Local Rule 9013-1(F)(1), a party who objects to a motion and wants it called must file a Notice of Objection no later than two (2) business days before the presentment date. The Notice of Objection need only say that the respondent objects to the motion. No reasons need be given for the objection.
- c. Under Local Rule 9013-1(F)(2), if a Notice of Objection is timely filed, the motion will be called on the date of presentment. If no Notice of Objection is timely filed, the court may grant the motion without a hearing before the date of presentment.
- d. Under Local Rule 9013-1(D), all motions must be served at least seven (7) days before the date of presentment, regardless of the method of service.
- e. Any matter not subject to a deadline in the Bankruptcy Code or Bankruptcy Rules may be continued to another date by agreement of the parties. To obtain a continuance, the parties should contact chambers.
- f. Local Rules 9013-2(E)(2)(a) and (F) are suspended. If an Application to Set Hearing on Emergency Motion is granted, the movant must file the emergency motion using the attached Notice of Motion form. If an Application to Set Hearing on Emergency Motion is denied, the movant must notice the motion for presentment in accordance with paragraph 7 of this General Order.

**8. Trials and evidentiary hearings.** Trials and evidentiary hearings are subject to Second Amended General Order No. 20-05.

**9. Original Non-Attorney Signatures.** Section II.C.1 of the Administrative Procedures for the Case Management/Electronic Case Filing System is suspended. Electronic signatures using a method like DocuSign will be accepted.

**10. Deadlines in Bankruptcy Code and Bankruptcy Rules unchanged.** Nothing in this order alters in any respect deadlines under the Bankruptcy Code or Bankruptcy Rules.

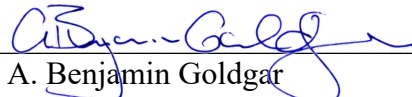
**11. Authority of judges to enter orders unaffected.** This order does not affect the authority of judges to enter orders in any bankruptcy case or proceeding.

**12. Local Rules remain in effect.** Except as provided in this order, the Local Rules of the Bankruptcy Court and the court's Administrative Procedures for the Case Management/Electronic Case Filing System remain in effect.

**13. Effective date; Superseding effect of this order.** This order is effective April 19, 2022. On the effective date, this General Order supersedes the Fifth Amended General Order No. 20-03.

Dated: April 19, 2022

ENTERED FOR THE COURT:

  
A. Benjamin Goldgar  
Chief Judge

# Notice of Motion form for Zoom for Government

UNITED STATES BANKRUPTCY COURT  
NORTHERN DISTRICT OF ILLINOIS  
EASTERN DIVISION

[caption]

## NOTICE OF MOTION

TO: See attached list

PLEASE TAKE NOTICE that on \_\_\_\_\_, 20\_\_, at \_\_\_\_\_ a.m./p.m., I will appear before the Honorable \_\_\_\_\_, or any judge sitting in that judge's place, and present the motion of \_\_\_\_\_ [to/ for] \_\_\_\_\_, a copy of which is attached.

**This motion will be presented and heard electronically using Zoom for Government.** No personal appearance in court is necessary or permitted. To appear and be heard on the motion, you must do the following:

**To appear by video**, use this link: <https://www.zoomgov.com/>. Then enter the meeting ID and password.

**To appear by telephone**, call Zoom for Government at 1-669-254-5252 or 1-646-828-7666. Then enter the meeting ID and passcode.

**Meeting ID and password.** The meeting ID for this hearing is \_\_\_\_\_ and the password is \_\_\_\_\_. The meeting ID and password can also be found on the judge's page on the court's web site.

**If you object to this motion** and want it called on the presentment date above, you must file a Notice of Objection no later than two (2) business days before that date. If a Notice of Objection is timely filed, the motion will be called on the presentment date. If no Notice of Objection is timely filed, the court may grant the motion in advance without a hearing.

[Name of movant]

By: \_\_\_\_\_

[Name, address, telephone number,  
and email address of counsel]

**CERTIFICATE OF SERVICE**

I, \_\_\_\_\_, certify [if an attorney]/declare under penalty of perjury under the laws of the United States of America [if a non-attorney] that I served a copy of this notice and the attached motion on each entity shown on the attached list at the address shown and by the method indicated on the list on \_\_\_\_\_, 20\_\_, at \_\_\_\_\_ a.m./p.m.

\_\_\_\_\_  
[Signature]