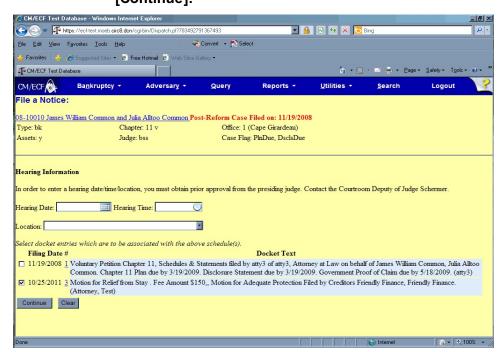
Combined Motion & Notice of Hearing

This example explains the procedures for compliance of Local Bankruptcy Rule 9060-1B2.

"When both a notice of hearing and motion will be served, they may be combined into one document by including the text of the notice at the beginning of the motion. If a combined notice and motion format is used, the title of the document **must** indicate that the pleading is both a notice and motion."

The screen illustrated would be used if document is being filed as a Combined Motion and Notice of Hearing. This screen appears after you have associated the PDF document and any attachments.

NOTE: If this is not a Combined Motion & Notice of Hearing, DO NOT complete the following screen - click [Continue].



To set the hearing:

 Enter the date for the hearing in mm/dd/yyyy or mm/dd/yy format.

- Enter the hearing time in hh:mm format, indicating AM or PM.
- ◆ Click on the down arrow ▼ in the Location drop down box and select the correct hearing location.

NOTE:

All Judges' hearing dates can be retrieved from the Courts website at www.moeb.uscourts.gov or by contacting the appropriate Courtroom Deputy.

- This step ensures that the Monthly and Daily CM/ECF calendars will then display the correct matter under consideration.
- ◆ Click [Continue].