

**UNITED STATES BANKRUPTCY COURT  
DISTRICT OF VERMONT**

**VIRTUAL PARTICIPATION IN SCHEDULED HEARINGS**

All hearings before the Bankruptcy Court for the District of Vermont will be scheduled as in-person hearings. Subject to public health emergencies or other exigent circumstances that may limit in-person attendance, alerts for which would be posted to the Court's website, the Court expects that parties and attorneys will appear in person at hearings. However, in certain, limited circumstances described herein, the Court may provide for virtual appearance by way of Zoom for Government.

Virtual appearances will be limited to the following uncontested matters set for routine calendars unless otherwise ordered by the Court:

1. Any matters that are or will be agreed upon by all parties.
2. Requested continuances agreed upon by movant(s) and respondent(s). The case trustee, if any, must also agree if the continuance has any potential impact on payments, disbursements, or administration of the estate.
3. Court scheduled Status Conferences.
4. Upon Court order granting a motion to participate virtually. If there is good cause to request virtual participation, a motion should be filed at least 48 hours in advance of the hearing. Any such motion should set forth in detail the circumstances giving rise to the request and the justification for remote participation. If granted, the movant will receive the Zoom for Government link as described below.

All parties/interested parties have the option to attend any hearings in person unless otherwise stated by the Court and would not need to send any request if appearing in person.

**Virtual Appearance Procedures:**

1. For hearings allowing virtual appearances, the Court will utilize Zoom for Government for video. The Zoom for Government link shall be provided to those parties who have submitted a notice of intent to participate in accordance with Paragraph 2 below.
2. Accessing the Hearing. Any individual intending to **virtually** attend a hearing via Zoom for Government must provide notice, either directly or through counsel, to [VTB\\_CRD@vtb.uscourts.gov](mailto:VTB_CRD@vtb.uscourts.gov) no later than 10:00 a.m. the preceding day to the scheduled hearing. In that notice, individuals also should specify whether they will appear as counsel or in a

pro se capacity. Instructions for accessing the hearing will then be provided, including separate links for each individual who will be attending.

3. Courtroom Formalities. Although conducted using videoconferencing technology, the hearing constitutes a court proceeding. No person shall record the audio or video of the hearing from any location or by any means. The audio recording created and maintained by the Court shall constitute the official record of the hearing. Further, the formalities of a courtroom shall be observed by all virtual attendees. Participants shall dress appropriately, exercise civility, and otherwise conduct themselves in a manner consistent with the dignity of the Court and its proceedings. All persons must have a clear and accurate screen name (first and last name) for ease of identification during hearings.

Nothing in these procedures authorizes non-party members of the public or the media to access the hearing either by audio or video connection unless authorized by the Judicial Conference of the United States and this Court. Unauthorized connections to either audio or video will be disconnected and not permitted to rejoin.

These procedures may be updated from time-to-time and can always be found on the Court's website.