**UNITED STATES BANKRUPTCY COURT**

**DISTRICT OF VERMONT**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

In re:

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, Chapter \_\_**

**Debtor(s). Case # \_\_\_\_\_\_\_\_**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Notice of Motion Under Conventional Procedure**

**A** **MOTION FOR** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ [*title of motion*] has been filed on [*date*] by [*state the name of the party*], through their attorney, \_\_\_\_\_\_\_\_\_\_\_\_\_, seeking [*specific relief sought*].

**A** **HEARING ON THE MOTION** and any responses **will be held** at [*time*] on [*date*] via Zoomgov and at the following location: [*Movant should indicate Rutland or Burlington location here, but should select Option 1 for Audio-Video/Zoom Hearing in CM/ECF*].

You may appear for the above scheduled hearing (a) virtually by using the Zoomgov application on an electronic device; ***or*** (b) ***if*** you meet the criteria set forth in Standing Order # 22-01, including notifying opposing counsel and the courtroom deputy, you may appear in person at the location listed above. If you appear by Zoomgov, you must follow the process set forth in Standing Order # 22-01 and Appendix IX to the Court’s Local Rules (both available on the Court’s website), including requirements regarding use of both audio and video components. The courtroom deputy will send the Zoomgov link to all attorneys and ***pro se*** parties on the afternoon prior to the hearing. If you have any questions regarding this process, you are encouraged to contact the courtroom deputy by email at Jody\_Kennedy@vtb.uscourts.gov or by telephone at (802) 657-6404.

**IF YOU OPPOSE THE MOTION**, you are encouraged to file a written response with the Clerk of Court specifying your opposition to the motion, **on or before 4:00 p.m. on [*a date that is no less than three (3) business days prior to the hearing date*].** If you file a written response, you must also serve a copy of that written response onthe moving party, the debtor, the debtor’s attorney, the United States trustee, the case trustee, if any, and, in a chapter 11 case, also on the creditors’ committee and its attorney or, if there is no committee, then upon the 20 largest unsecured creditors. Addresses for those parties are set forth below.

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

[*Signature of Movant’s attorney*]

[*typed name, with address, e-mail address, and telephone number*]

U.S. Trustee

11A Clinton Ave., Room 620

Albany, NY 12207

[*Any other interested parties upon whom responses must be served*]

[*Name*], Case Trustee

Chapter [#] Trustee

[*Street Address or P.O. Box*]

[*City, State, Zip Code*]

For [*Party’s Name*]

c/o [*Attorney’s Name*]

[*Name of Law Firm, if any*]

[*Street Address or P.O. Box*]

[*City, State, Zip Code*]