

INSTRUCTIONS FOR TELEPHONIC APPEARANCES
EFFECTIVE JANUARY 5, 2005
Revised May 11, 2018

The United States Bankruptcy Court for the District of Delaware has arranged for parties to participate by telephonic appearance in hearings using CourtCall, an independent conference call company.

Under no circumstances may any participant record or broadcast the proceedings conducted by the Bankruptcy Court.

I. POLICY GOVERNING TELEPHONIC APPEARANCES

Telephonic appearances are allowed in all matters before Court except the following:

1. Trials and evidentiary hearings - all counsel and all witnesses must appear in person;
2. Chapter 11 status conferences - debtor's counsel must appear in person, other parties in interest may appear telephonically;
3. Chapter 11 confirmation hearings - debtor's counsel, and all objecting parties must appear in person;
4. Counsel filing a motion, application or other pleading, including, without limitation, an objection or response thereto, are expected to appear personally for a scheduled hearing unless excused. If a party filing a responsive pleading intends to make only limited argument, that party may participate by telephonic appearance. Any party not submitting a pleading, but interested in monitoring the court's proceedings, may participate by telephonic appearance in "listen-only" mode.
5. Any matter designated by the court as one requiring a personal appearance.

No telephonic appearance will be allowed unless it is made through CourtCall pursuant to the procedures set forth in section II, unless otherwise directed by Chambers.

In the event of extenuating circumstances, please contact Chambers.

If an individual schedules a telephonic appearance and then fails to respond to the call of a matter on calendar, the court may pass the matter or may treat the failure to respond as a failure to appear. Individuals making use of the conference call service are cautioned that they do so at their own risk.

To ensure the quality of the record, the use of car phones, cellular phones, speaker phones, or phones in other public places is discouraged. Each time you speak, you must identify yourself for the record. Do not place the call on hold at any time. When the Judge informs the participants that the hearing is completed, you may disconnect.

II. SCHEDULING A TELEPHONIC APPEARANCE

1. Participants should notify CourtCall by phone (866-582-6878) or by facsimile (866-533-2946) no later than 12:00 p.m. one business days prior to the hearing.
2. Participants must provide the following information:
 - a. Case name and number
 - b. Name of Judge
 - c. Hearing date and time
 - d. Name, address, phone number of participant
 - e. Party whom participant represents
 - f. Matter on which the participant wishes to be heard or whether the participant intends to monitor the proceeding in "listen-only" mode.
3. Participants intending to be heard by the Bankruptcy Court must send written notification to debtor's counsel and/or opposing counsel providing same information as above.
4. Participants will receive fax or email confirmation and instructions for telephonic appearance from CourtCall. It is the participant's responsibility to dial into the call not later than 10 minutes prior to the scheduled hearing.
5. Any questions about telephonic appearances should be directed to CourtCall at 866-582-6878.

III. FEES

The fee for the telephonic appearance is fixed by CourtCall.

The fee rate for telephonic appearances is as follows:

<u>Call Length</u>	<u>Fee</u>
0-45 minutes	\$ 30.00

\$ 7.00 for every 15 minute increment thereafter.

There are no subscription fees and no special equipment is required to use the service.