

**FORMS ARE GENERIC SUGGESTIONS. PARTIES AND THEIR ATTORNEYS SHOULD REVISE THEM TO ADDRESS THE UNIQUE CIRCUMSTANCES OF EACH CASE.**

UNITED STATES BANKRUPTCY COURT  
MIDDLE DISTRICT OF FLORIDA  
\_\_\_\_ DIVISION  
[www.flmb.uscourts.gov](http://www.flmb.uscourts.gov)

In re \_\_\_\_\_ )  
 )  
 ) Case No. \_\_: \_\_-bk- \_\_\_\_ - \_\_\_\_  
 ) Chapter \_  
Debtor. \_\_\_\_\_ )  
\_\_\_\_\_ )

**NOTICE OF [INSERT HEARING OR STATUS CONFERENCE]**

NOTICE IS GIVEN THAT:

1. The Honorable [Insert Judge] will conduct a [insert preliminary hearing or insert status conference] in this case on [Insert hearing date and time and location of hearing] on the following matter:

[Insert title of pleading that is set for hearing] (Doc. No. [Insert Docket Number])

2. **[SELECT ONE OF THE FOLLOWING PARAGRAPHS]:**

**[BROWN]** All parties may attend the hearing in person. Parties are directed to consult the Procedures Governing Court Appearances regarding the Court’s policies and procedures for attendance at hearings by Zoom, available at <https://www.flmb.uscourts.gov/judges/brown>.

**[BURGESS]** All parties may attend the hearing in person. Parties are directed to consult the Procedures Governing Court Appearances regarding the Court’s policies and procedures for attendance at hearings by Zoom, available at <https://www.flmb.uscourts.gov/judges/burgess>.

**[COLTON]** All parties may attend the hearing in person. Parties are directed to consult the Procedures Governing Court Appearances regarding the Court’s policies and procedures for attendance at hearings by Zoom, available at <https://www.flmb.uscourts.gov/judges/colton>.

**[DELANO-FORT MYERS CASES]** Unless otherwise notified, Judge Delano will conduct all Fort Myers hearings by Zoom from Tampa Courtroom 9A. Parties may attend the hearing by video or telephone via Zoom. UNLESS INSTRUCTED OTHERWISE, PARTIES MAY NOT APPEAR IN PERSON AT THE FORT MYERS COURTHOUSE. Parties are directed to consult Judge Delano’s *Procedures Governing Court Appearances* regarding policies and procedures for

attendance at hearings by video or telephone via Zoom, available at <https://www.flmb.uscourts.gov/judges/delano>. If you are unable to access the Court's website, please contact the Courtroom Deputy at 813-301-5195 no later than 3:00 p.m. one business day before the date of the hearing.

**[DELANO-TAMPA CASES]** All parties may attend the hearing in person. Parties are directed to consult Judge Delano's *Procedures Governing Court Appearances* regarding policies and procedures for attendance at hearings by video or telephone via Zoom, available at <https://www.flmb.uscourts.gov/judges/delano>. If you are unable to access the Court's website, please contact the Courtroom Deputy at 813-301-5195 no later than 3:00 p.m. one business day before the date of the hearing.

**[FUNK]** All parties may attend the hearing in person. Parties are directed to consult the *Procedures Governing Court Appearances* regarding the Court's policies and procedures for attendance at hearings by CourtCall, available at <https://www.flmb.uscourts.gov/judges/funk>.

**[GEYER]** All parties may attend the hearing in person. Parties are directed to consult the *Procedures Governing Court Appearances* regarding the Court's policies and procedures for attendance at hearings by Zoom, available at <https://www.flmb.uscourts.gov/judges/geyer> or call 407-237-8111.

**[McEWEN]** All parties may attend the hearing in person. Parties are directed to review Judge McEwen's *Procedures Governing Court Appearances* (available at <https://www.flmb.uscourts.gov/judges/mcewen>) for her policies and procedures for remote attendance at hearings by video or telephone via Zoom. If an unrepresented party is unable to access the Court's website, please contact the Courtroom Deputy at 813-301-5151 no later than 6:00 p.m. one business day before the date of the hearing.

**[ROBSON]** All parties may attend the hearing in person. Remote appearances are only permitted in limited circumstances as set forth in Judge Robson's *Hearing Procedures*, available at <https://www.flmb.uscourts.gov/judges/robson>. Unrepresented parties who do not have a device that enables them to access the procedures should call the Courtroom Deputy at 407-237-8141 not later than 3 p.m. one business day before the date of the hearing to arrange to participate.

**[VAUGHAN]** All parties must attend the hearing in person. Remote appearances are only permitted in limited circumstances as set forth in Judge Vaughan's *Hearing Guidelines*, available at <https://www.flmb.uscourts.gov/judges/vaughan>.

3. [IF A HEARING] Any party opposing the relief sought at this hearing must appear at the hearing, or any objections or defenses may be deemed waived. [IF A STATUS CONFERENCE] Interested parties must appear at the status conference, or any objections or defenses to matters discussed at the status conference may be deemed waived.

4. The Court may continue this matter upon announcement made in open court and reflected on the docket without further written notice.

**Certificate of Service**

I HEREBY CERTIFY that on [insert date] a true and correct copy of the foregoing Notice was served via U.S. First Class Mail or electronic transmission to: [insert names and addresses]

\_\_\_\_\_/s/\_\_\_\_\_  
ATTORNEY NAME  
Florida Bar No.: \_\_\_\_\_  
LAW FIRM NAME  
ADDRESS  
CITY/STATE/ZIP CODE  
Tel: (\_\_\_\_) \_\_\_\_ - \_\_\_\_  
Fax: (\_\_\_\_) \_\_\_\_ - \_\_\_\_  
Attorney for \_\_\_\_\_  
Email: \_\_\_\_\_