

Court Appearances in Chief Judge Ellis-Monro's Courtroom
(Beginning April 18, 2022)

Beginning April 18, 2022, Judge Ellis-Monro will hold hearings and permit in-person appearances as set forth below.

For hearings in Judge Ellis-Monro's Courtroom, please include the following language on notices of hearing:

The calendar call will be telephonic and matters to be heard will be heard in Judge Ellis-Monro's virtual hearing room. However, in person appearances will be permitted. Please check Judge Ellis-Monro's website (<https://www.ganb.uscourts.gov/content/honorable-barbara-ellis-monro-chief-judge>) prior to the hearing for information about procedures.

Chapter 13: The calendar call will continue to be telephonic although in person appearances will be permitted. All matters marked ready will be heard immediately after the conclusion of the call of the 10:30 a.m. calendar. The attorney or party for the ready matters that will be heard immediately at the conclusion of the call of the 10:30 a.m. calendar must appear via Judge Ellis-Monro's Virtual Hearing Room pursuant to the instructions below or in person at the option of the person appearing.

Chapters 7 and 11: The calendar call for all matters will continue to be telephonic although in person appearances will be permitted. All matters marked ready will be heard immediately after the conclusion of the call of each of the 10:00 a.m., 11:00 a.m., and 11:15 a.m. calendars. The attorney or party for the ready matters that will be heard immediately at the conclusion of the call of each of the 10:00 a.m., 11:00 a.m., and 11:15 a.m. calendars must appear via Judge Ellis-Monro's Virtual Hearing Room pursuant to the instructions below or in person at the option of the person appearing.

Rome: The calendar call will continue to be telephonic although in person appearances will be permitted. All matters marked ready will be heard immediately after the conclusion of the call of the 10:30 a.m. calendar. The attorney or party for the ready matters that will be heard immediately at the conclusion of the call of the 10:30 a.m. calendar must appear via Judge Ellis-Monro's Virtual Hearing Room pursuant to the instructions below or in person at the option of the person appearing.

Reminders for All Calendars

Counsel for the parties in each case are required to confer prior to the scheduled hearing. Following consultation, if Counsel believes a scheduled matter will require more than 15 minutes to resolve, at the second call of the calendar Counsel is to advise the Court and provide Counsel's best estimate of time required for hearing. The matter will be specifically assigned for hearing later the same day or continued to a specially assigned hearing date and time.

Parties are encouraged to use the **Voluntary Notice Procedure** set out in General Order 24-2018 and allow sufficient time between the objection deadline and the hearing date to plan accordingly.

Parties are reminded that appearances via the Virtual Hearing Room are Court proceedings and all participants are expected to dress and conduct themselves as if they are in the Courtroom.

Virtual Hearing Room Instructions

The link to connect to Judge Ellis-Monro's "Virtual Hearing Room" is <https://www.zoomgov.com/j/1608620914?pwd=UGx1TG5XM2Rwc01YZ0dwaD U2Mysrdz09>.

The link is also available on the Chambers' webpage under the section entitled Staff Information and the Chambers' email address and above the tab entitled Hearing Information. You should connect via this link each time you have a hearing with Judge Ellis-Monro until further notice from the Court.

The link is best used on a desktop or laptop computer but may be used on a phone or tablet as well. Your device must have a camera and audio. You will have the greatest success by being connected to reliable Wi-Fi with a connection speed greater than 3mb/s. The first time you click the link you may be instructed to download the Zoom application. It will only take a couple of minutes. When you are connected via your device, you will be in Judge Ellis-Monro's "Virtual Hearing Room."

PLEASE JOIN THE VIRTUAL HEARING ROOM SUFFICIENTLY PRIOR TO YOUR HEARING IN CASE YOU HAVE A PROBLEM ACCESSING THE VIRTUAL HEARING ROOM. IF YOU EXPERIENCE DIFFICULTY IN CONNECTION, PLEASE CONTACT THE COURTROOM DEPUTY VIA EMAIL.

When you join the Virtual Hearing Room, please place yourself on mute until your matter is called. You may also turn off your video until your matter is called. Remember you are on video, even as you wait your turn. **The Judge will be in the Courtroom, and since this is a Court proceeding, the Judge expects all participants to dress and act as if they are in the Courtroom.**

As with telephonic appearances, identify yourself for the record each time you speak. Also make sure your Zoom profile matches your legal name. Pursuant to BLR 5073-1, you are prohibited from recording or broadcasting the proceedings conducted by the United States Bankruptcy Court.

If you have any questions, please contact Chambers at 404-215-1030 or email BEMchambers@ganb.uscourts.