

Filing the Notice of Motion Hearing

Procedurally, attorneys should post their motions in the following order as separate docket entries:

(A) Motion (must be filed first)

(B) Notice of Motion (Do not combine your motion and notice of motion in one document. You should call for your Notice of Motion Hearing date before you file the motion above. PLEASE DO NOT file this document using the notice(other) event code. Use Notices/Notice of Hearing on Motion. You MUST enter a date and time in this filing event.)

(C) Memorandum of Law

(D) Affidavits and Exhibits*

(E) Proposed Orders

*Filings of affidavits and exhibits can be combined into one docket entry or filed as separate entries.