

**CHAMBERS PROCEDURES: JUDGE ELIZABETH E. BROWN
UNITED STATES BANKRUPTCY COURT, DISTRICT OF COLORADO**

Telephonic Appearances for Courtroom F Hearings before Judge Brown

In the past, this Court has liberally allowed parties to appear at hearings by telephone. This was intended to save counsel time, the expense of parking downtown, and the inconvenience of security screenings. However, there are significant advantages gained with in person appearances. Counsel more readily confer with one another and consequently settle or narrow the scope of the disputed issues more often. It fosters greater collegiality of the bar. Oral arguments proceed more smoothly when counsel appears in person. For these reasons, the Court will be allowing less telephonic hearings than in the past. ***Counsel should review notices of hearing more closely to determine whether the Court has offered a telephonic option or not.*** If the notice does not offer the option of a telephonic appearance, counsel may nevertheless file a motion to request telephonic appearance *on a showing of good cause.*

When the Bankruptcy Court allows parties the privilege of appearing at brief, non-evidentiary hearings by telephone, please observe the following:

DO's and DON'Ts:

1. **Be prompt** for hearing by dialing into the conference bridge line a few minutes before the scheduled hearing time. A staff member will take role and then connect you “live” to the courtroom. Please be patient and avoid saying anything you would not want the judge and opposing counsel to hear.
2. **Dial in only from a “land line.”** Don’t use a cell phone or a speaker phone. They are not compatible with the government equipment. They will create loud noise feedback and a terrible echo effect. If you violate this requirement, the Court may drop you from the call at any time.
3. **Telephonic appearance is only allowed for a non-evidentiary presentation.** If counsel or a party intend to present evidence through witnesses or documents, they must be present in the courtroom. The Court does not allow telephonic testimony by witnesses either. Video testimony *may* be permitted with the permission of the Court or consent of all parties. If an attorney wishes to “observe” at an evidentiary hearing by listening on the telephone, the attorney may request permission to do so in advance of the hearing.
4. **No recording of telephonic hearings is permitted.** You may, however, request a copy of a transcript of a hearing. More Information is available at <http://www.cob.uscourts.gov/transcripts>.
5. **Dial in from a Quiet Environment.** We have been surprised over the years to hear loud, distracting background noise of all forms, including a rooster crowing, a toilet flushing, hold music, attorneys speaking with their clients, and the like. If you cause noise distractions, the Court will drop you from the call.