## NOTICE



## COUNSEL ARGUING CASES THIS MONTH, 2023 MUST COMPLETE THIS FORM AND FIGE OF IMMEDIATELY E-FILE THE DOCUMENT VIA E-MACS

Counsel: Make certain you note in which courtroom, the Capitol or the Judicial Center, the case is scheduled for argument. Please e-file this form using Filing Type "Notice" and Filing Subtype "Counsel Arguing Cases."

If you have a question related to an upcoming oral argument, or an emergency arises please call 651-291-5297. For after-hours emergencies please email: <u>mjcappellateclerkofcourt</u> @courts.state.mn.us.

Accommodations: The Minnesota Judicial Branch is committed to providing all people with equal access to the courts. To this end, the Judicial Branch strives to make reasonable accommodations for court users with disabilities consistent with the requirements of the Americans with Disabilities Act (ADA) and Minnesota State Statute 363A.11. If you or your client will be attending oral argument, have a disability, and anticipate needing an accommodation, please complete an ADA Accommodation Request form (PDF form) and submit it to micappellateclerkofcourt@courts.state.mn.us. Assisted listening devices are also available upon request. Please notify the Clerk at 651-291-5297 or at micappellateclerkofcourt@courts.state.mn.us and see the courtroom Marshal on the morning of argument for assistance.

**Security at the Capitol**: Attorneys who have appeared in the case and are not themselves a party are permitted to bypass screening and bring a bag into the courtroom. Other counsel will be required to show Security a photo ID along with proof of their affiliation with the law firm or agency representing the party at oral argument prior to bypassing screening and bringing a bag in. Guests and visitors are required to pass through screening to enter the courtroom and are not permitted to enter with bags larger than 4.5 x 6.5 x 3 inches.

**Security at the Judicial Center**: All attorneys, guests, and visitors are required to pass through security screening to enter the Judicial Center.