

## NOTICE REGARDING ORAL ARGUMENTS IN THE MINNESOTA COURT OF APPEALS

Cases are considered ready to be placed on the Court of Appeals oral argument calendar when respondent's brief is filed. The scheduling of oral argument occurs as soon as possible after the first responsive brief is filed. *See* Minn. App. Spec. R. Prac. 1. Counsel must advise the court in writing of potential scheduling conflicts *before* the case is scheduled. *Id.* Counsel should give notice of potential conflicts by letter or using this form by the date respondent's brief is due, and should update the information if circumstances change. *Id.* Because of the court's own scheduling concerns, it cannot guarantee that conflicts will be accommodated.

Once a case has been placed on the calendar, a request to reschedule the oral argument will be granted only "upon a showing of extreme emergency." Minn. App. Spec. R. Prac. 2. A party seeking to have a case rescheduled should submit a written motion that includes an explanation of the conflict and the reason no other attorney is available to argue.

\_\_\_\_\_

Case Name: \_\_\_\_\_

Case Number: \_\_\_\_\_

Attorney: \_\_\_\_\_

Party: \_\_\_\_\_

Check One:

- ☐ Unavailable for oral arguments on: \_\_\_\_\_
- \_\_\_\_\_
- ☐ No conflicts to be considered in setting oral arguments

\_\_\_\_\_  
Attorney signature

\_\_\_\_\_  
Date

Attorneys are required to e-file documents on appeal in all casetypes. **Please use E-MACS to e-file this form using Filing Type "Notice" and Filing Subtype "Attorney Scheduling Conflicts."** To register for appellate e-filing, go to the Clerk of Appellate Courts webpage on [www.mncourts.gov](http://www.mncourts.gov).