

UNITED STATES DISTRICT COURT
DISTRICT OF NEW JERSEY
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Clerk

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TRENTON, NJ 08608

REPLY TO:

MOTION GUIDE

(Please note, these instructions are being provided as a guide only and you should consult the Federal Rules of Civil Procedure, as well as the Local Rules for the District of New Jersey prior to filing a Notice of Motion.)

*******Any request for court action shall be set forth in a motion, properly filed and served*******

In order to have any motion listed before the Court, it must comply with Local Civil Rules 7.1, 37.1, and/or 78.1 of this Court:

(1) At the time of filing your motion with the Court, you must also serve your motion papers on the opposing parties by serving their counsel, if so represented. You must file a certification indicating the method of service.

(2) Each Notice of Motion must have a motion date and must be filed at least 24 days prior to the motion date. **(Motion days are the first and third Monday of each month and can be found on our website at - www.njd.uscourts.gov.)**

(3) A Brief must be submitted in support of each motion, **or a Statement that a Brief is not necessary and the reason therefore.** (Briefs are submitted as separate documents, and should not have affidavits, certifications, or exhibits attached.)

THE LOCAL RULES MAY BE ACCESSED AT NO CHARGE ON THE COURT'S WEBSITE
- www.njd.uscourts.gov

UNITED STATES DISTRICT COURT
DISTRICT OF NEW JERSEY

(Title of Action)

:	:	:
	Plaintiff,	:
		Civil Action No.
v.	:	NOTICE OF MOTION
	Defendant.	:
	:	:

PLEASE TAKE NOTICE _____
(Name of Moving Party)

will move before the Honorable _____, U.S.D.J. on

(Motion days are the 1st and 3rd Monday of each month)

for an Order _____
(describe type of relief being sought)

In support of my motion, I will rely on the attached brief (if necessary).

Name

Address

Date: _____

CERTIFICATION OF SERVICE

I, _____, certify that a copy of my motion was served
(Name of Moving Party)

by _____ on _____ upon:
(Mail, Personal Service, etc.) (Date)

(Name of Opposing Party)

(Address of Opposing Party)

Name (Signature)