

Person Filing Motion:

Name: _____ Phone: _____

Mailing Address: _____ Email*: _____

*By providing an email address, you agree that the court and other parties can send court documents to you at this email address.

IN THE DISTRICT/SUPERIOR COURT FOR THE STATE OF ALASKA AT _____

)
)
)
)
)
)

CASE NO. _____

REQUEST TO RESCHEDULE HEARING

I, _____ *[full name]*, have a hearing scheduled on
_____ *[current date and time of hearing]*.

I would like to reschedule for _____ *[new date and time requested]*.

I am ☐ available ☐ **not** available for the following dates/times:

I would like to reschedule, because: *[Attach extra pages if necessary.]*

I certify that all statements in this motion and any attachments are true to the best of my knowledge and belief.

Date

Signature

You must give a copy of this form (and everything attached to it) to every party in the case. This is called "service."

Use TrueFiling to serve the other party if:

- Both you and the other party are using TrueFiling.
- You are using TrueFiling and the other party gave their email address to the court.

Use the Certificate of Service below if:

- The other party is not using TrueFiling and did not give their email address to the court.
- TrueFiling is not available - check TrueFiling availability at <https://ak-courts.info/tfcourts>
- You are exempt from using TrueFiling.

Certificate of Service

I certify on _____ at _____ *[date/time]* I gave a copy of this document **and** any attachments by ☐ mail. ☐ hand-delivery. ☐ TrueFiling. ☐ email. *[You can only use email if the other party provided an email address to the court].*

I served these people: _____

Signature: _____

Notice to Other Parties: You have a right to file a response to this motion with the court. You must also give a copy of your response to the person who filed the motion. This is called "service." You must respond within 10 days if the motion was hand-delivered, emailed, or faxed to you or within 13 days (from the date of mailing) if the motion was mailed to you.

AT _____

**ORDER ON
REQUEST TO RESCHEDULE HEARING**

☐ The motion is GRANTED. The hearing is rescheduled for _____.
(Time and Date)

☐ The motion is DENIED. The hearing will occur at the previously scheduled time and date.

[illegible]

☐ The court will call you at the telephone number provided in your motion. Wait by the telephone for up to 2 hours after the hearing time, because your case may be delayed by prior cases.

☐ Call 1-888-788-0099. Meeting ID: _____ Passcode: (☐ N/A) _____
If you are placed on hold, please stay on the line—your case may be delayed by other cases.

Type or Print Judge's Name

Clerk/JA: _____