

NOTICE OF HEARING IN REMOVAL PROCEEDINGS
IMMIGRATION COURT
1901 S. BELL STREET, SUITE 200
ARLINGTON, VA 22202

LEAD FILE: [REDACTED]

RE: [REDACTED]

DATE: [REDACTED] / 19

TO: [REDACTED]

Please take notice that the above captioned case has been scheduled for a Master/Individual hearing before the Immigration Court on [REDACTED] / 20 at [REDACTED] at

1901 S. BELL STREET, 3rd FLOOR, COURTROOM [REDACTED]
ARLINGTON, VA 22202

You may be represented in these proceedings, at no expense to the Government, by an attorney or other individual who is authorized and qualified to represent persons before an Immigration Court. Your hearing date has not been scheduled earlier than 10 days from the date of service of the Notice to Appear in order to permit you the opportunity to obtain an attorney or representative. If you wish to be represented, your attorney or representative must appear with you at the hearing prepared to proceed. You can request an earlier hearing in writing.

Failure to appear at your hearing except for exceptional circumstances may result in one or more of the following actions: (1) You may be taken into custody by the Department of Homeland Security and held for further action. OR (2) Your hearing may be held in your absence under section 240(b)(5) of the Immigration and Nationality Act. An order of removal will be entered against you if the Department of Homeland Security established by clear, unequivocal and convincing evidence that a) you or your attorney has been provided this notice and b) you are removable.

IF YOUR ADDRESS IS NOT LISTED ON THE NOTICE TO APPEAR, OR IF IT IS NOT CORRECT, WITHIN FIVE DAYS OF THIS NOTICE YOU MUST PROVIDE TO THE IMMIGRATION COURT ARLINGTON, VA THE ATTACHED FORM EOIR-33 WITH YOUR ADDRESS AND/OR TELEPHONE NUMBER AT WHICH YOU CAN BE CONTACTED REGARDING THESE PROCEEDINGS. EVERYTIME YOU CHANGE YOUR ADDRESS AND/OR TELEPHONE NUMBER, YOU MUST INFORM THE COURT OF YOUR NEW ADDRESS AND/OR TELEPHONE NUMBER WITHIN 5 DAYS OF THE CHANGE ON THE ATTACHED FORM EOIR-33. ADDITIONAL FORMS EOIR-33 CAN BE OBTAINED FROM THE COURT WHERE YOU ARE SCHEDULED TO APPEAR. IN THE EVENT YOU ARE UNABLE TO OBTAIN A FORM EOIR-33, YOU MAY PROVIDE THE COURT IN WRITING WITH YOUR NEW ADDRESS AND/OR TELEPHONE NUMBER BUT YOU MUST CLEARLY MARK THE ENVELOPE "CHANGE OF ADDRESS." CORRESPONDENCE FROM THE COURT, INCLUDING HEARING NOTICES, WILL BE SENT TO THE MOST RECENT ADDRESS YOU HAVE PROVIDED, AND WILL BE CONSIDERED SUFFICIENT NOTICE TO YOU AND THESE PROCEEDINGS CAN GO FORWARD IN YOUR ABSENCE.

A list of free legal service providers has been given to you. For information regarding the status of your case, call toll free 1-800-898-7180 or 240-314-1500.

CERTIFICATE OF SERVICE

THIS DOCUMENT WAS SERVICED BY: MAIL (M) PERSONAL SERVICE (P)
TO: [] ALIEN [] ALIEN c/o Custodial Officer [] ALIEN'S ATT/REP [] DHS
DATE: 2/26/19 BY: COURT STAFF [REDACTED]

Attachments: [] EOIR-33 [] EOIR-26 [] Legal Services List [] Other TT

Case Management Order

The Immigration Judge may set reasonable time limits for the filing of applications and supporting documents, and the failure to file within the time set means the opportunity to file is deemed waived. 8 C.F.R. § 1003.31(c). The Court sets the following deadlines:

Motions and supporting documents and exhibits, to include: criminal record chart; witness list; country reports; briefs, *including proposed findings of fact*, identification of PSGs (if applicable), and legal authorities must be filed *no later than three weeks (21 days) before the scheduled individual hearing date.*

Also, exhibits and other written material must be indexed, paginated, and contain a table of contents, which will include a brief synopsis of the relevance of the offered exhibit / written material. 8 C.F.R. § 1003.32(b). If a party is submitting a country report(s) or any other type of voluminous documentary exhibit (exceeds 15 pages), the party offering the document must *at a minimum* highlight the relevant portions they want the Court to consider.

In complying with this Order, counsel should pay particular attention to Immigration Court Practice Manual §§ 3.3(f), 3.3 (g); 4.16(b)(ii), 4.16(iii); 4.18; 4.19, and Chapter 5. Where this Order is silent, the time limits and other rules set forth in the Immigration Court Practice Manual apply.

If a party fails to comply with this case management order, the Court may exclude the late submitted document or take other appropriate remedial measure. *Any late submitted matters must be accompanied by a written explanation for the late filing.*