

**UNITED STATES DEPARTMENT OF JUSTICE  
EXECUTIVE OFFICE FOR IMMIGRATION REVIEW  
IMMIGRATION COURT  
FLORENCE, ARIZONA**

**STANDING ORDER OF THE FLORENCE IMMIGRATION COURT  
RELATING TO TELEPHONIC APPEARANCES  
AT MASTER CALENDAR, BOND, AND INDIVIDUAL HEARINGS**

**IT IS HEREBY ORDERED** that both Department of Homeland Security counsels and respondents' attorneys or qualified representatives, who are scheduled to appear for master calendar, bond, and individual hearings before the Florence Immigration Court, may appear telephonically without the need to file a motion for telephonic appearance.

Attorneys who would like to appear telephonically shall call the Florence Immigration Court in advance of the hearing and provide the Alien number, name of judge and the best phone number where the attorney can be reached. The attorney shall remain available for the court's call. If the court is unable to reach counsel by telephone for the hearing, counsel will thereafter be required to appear in-person at any promptly-rescheduled hearing.

Any documents which counsel requests the court to consider during the hearing must be filed with the court, and *received* by opposing counsel or the *pro se* respondent, at least *two business days* prior to the hearing. Any party appearing telephonically waives the right to object to admissibility of any document offered in court on the sole basis that they are unable to examine the document.

This order shall remain in effect until rescinded by the Court.

March 23, 2020

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Amy C. Hoogasian  
Assistant Chief Immigration Judge  
Florence, Arizona