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**UNITED STATES DEPARTMENT OF JUSTICE  
EXECUTIVE OFFICE FOR IMMIGRATION REVIEW  
UNITED STATES IMMIGRATION COURT  
SALT LAKE CITY, UTAH**

July 14, 2020

STANDING ORDER OF THE SALT LAKE CITY IMMIGRATION COURT REGARDING  
TELEPHONIC APPEARANCES OF COUNSEL AND PERMITTED ATTENDEES AT  
DETAINED MASTER CALENDAR AND INDIVIDUAL HEARINGS

IT IS ORDERED, effective immediately and continuing until further notice:

1) Counsel for any party may appear telephonically in cases before the Salt Lake City Immigration Court. Counsel who want to appear telephonically for a particular case must inform the Salt Lake City Immigration Court, main desk, in advance of the hearing by either emailing the court at : SaltLakeCity.Immigration.Court@USDOJ.GOV or by calling the Court at 1-801-524-3000. You must provide the Alien number, the name of the judge and the best phone number at which the attorney shall answer. During this time of national emergency, motions to continue cases due to COVID-19 concerns must be filed with as much notice as possible. On an emergency basis motions may be filed by email at the address above or by telephone facsimile (FAX), to 1-801-524-3030, while serving opposing counsel.

2) Any individual who wishes to appear telephonically does so with the understanding that any paper or electronic filings to be considered by the Court must be in the official record of proceeding in accordance with any deadlines set by the Court or, if none, in accordance with the filing deadlines set forth in the Immigration Court Practice Manual. No additional filings will be accepted at the hearing if counsel does not appear in person, and the decision of the Court will be based on the documents in the record at the close of the hearing.

3) 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.

4) If the Court is unable to reach counsel by telephone for the hearing, counsel will thereafter be required to appear in-person at any rescheduled hearing.

5) In-court proceedings shall be limited to counsel, parties, a witness, security officers, and any other necessary people, which will be determined by the presiding judge.

**DANIEL  
DAUGHERTY** Digitally signed by  
DANIEL DAUGHERTY  
Date: 2020.07.13 14:14:11  
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Daniel J. Daugherty  
Assistant Chief Immigration Judge  
Las Vegas and Salt Lake City