

Bankruptcy Court – District of Alaska
REQUEST for VIDEO TELECONFERENCE (VTC)*
[VTC Requests must be submitted at least 5 days prior to the scheduled hearing]

Today's Date: _____

Case Number: _____ ADVERSARY CASE MAIN CASE

NAME OF CASE: _____

DATE / TIME of HEARING: _____
*(NOTE: This is **NOT** a calendar request. Hearing date/time must already have been scheduled)*

Name of person submitting request: _____

If you are an attorney, please indicate who you represent _____

Your Telephone Number: _____

NAME OF INDIVIDUAL WHO WILL APPEAR VIA VTC: _____

CONTACT NUMBER of Individual who will appear via VTC: _____
*(To be used only on the **day of hearing** in case there are any issues. If a technical issue arises, this participant must be prepared to appear telephonically.)*

NAME OF YOUR IT CONTACT (if available): _____

THEIR PHONE NUMBER: _____

** VTC Requests **MUST** be submitted separately for each hearing, and can only be completed **AFTER** a hearing has been scheduled. Cellular phones may **NOT** be used for Video Conferencing*

*VTC accommodations will **NOT** be carried forward in the event of a continued hearing.*

*Please email this form to: ECF_Orders@akb.uscourts.gov / Subject: VTC Request, Case Name, Hrg Date
If you have any questions please contact chambers at (907) 271-2667*

TO BE COMPLETED BY THE COURT

VTC REQUEST APPROVED BY CHAMBERS YES
 NO _____

Hearing Date / Time Confirmed _____

Name of VTC Participant _____

VTC Instructions sent to Requestor (date) _____

*****CELLULAR PHONES MAY NOT BE USED for Video Conferencing*****