**SELF-REPRESENTED LITIGANT**

**MOTION & ORDER FOR CONTINUANCE**

# **WHO SHOULD USE THESE FORMS?**

You should only use these forms if:

* You have a hearing or other matter set before the court and/or a hearing officer and wish to have that matter delayed or “continued” until a future date.

# **BEFORE YOU START**

To complete these forms, you need to have the following information readily available, which can be found in the “Rule” that you were served, setting the court date:

* The docket number of the case for which you are requesting a continuance;
* The date and location of your currently scheduled hearing**;**
* Evidence (if possible) in support of your request for a continuance; and
* The exact name and address of the opposing party (or their lawyer, if they have one for this case)

This packet of forms is not legal advice and cannot take the place of the advice that a lawyer can give you. When you represent yourself in court, you must follow all the proper procedures and the law. It is your responsibility to see your case through the whole process.

**HOW TO COMPLETE THESE FORMS:  
*Read instructions all the way through before starting.***

1. **Consider talking with the other party about the request for continuance.** This step is not required, but it may help the Court decide on your request. If the other party has a lawyer for this case, contact the lawyer and talk with them about your need to delay or “continue” the court date. If they do not “object” or have a problem with the request, the court might be more likely to grant your request. If the other party does not have a lawyer, you can still ask them directly and tell the Court what they said in these forms.
2. **Get your motion ready to file.** Fill in the top part of the form with your case details and all other blanks on all of the pages. If relevant, gather any evidence, (like a doctor’s note) that is related to the reason you need to move your court date so you can attach it to your motion.
3. **Mail a copy of your motion to the other party.** If they have one in this case, you’ll need to mail it directly to the other party’s lawyer. If they don’t, you can mail it to their home or the P.O. box where you know they regularly get mail.
4. **File your motion with the court.** Take your motion and any evidence that supports your request to the Clerk of Court where your case is being handled.
5. **Wait for the judge’s decision and be prepared to go to court.** Remember, there is no guarantee that the Court will delay or “continue” your court date. If the judge decides not to grant your request, both you and the other party must still show up for court.

**All litigants are better off when represented by a licensed attorney. For help finding representation, visit** [www.bit.ly/legal-referrals](http://www.bit.ly/legal-referrals) **or** [www.LSBA.org/goto/FindLegalHelp](http://www.lsba.org/goto/FindLegalHelp). **If you do not understand a legal term, need to have a hearing in open court, or need to clarify the correct response or application to your situation, you may want to seek more information or advice from the following resources:**

Law Library of Louisiana: *lasc.libguides.com/resources-for-self-represented-litigants*

Louisiana Civil Legal Navigator: *www.louisianalegalnavigator.org*

Free Legal Answers: *LA.freelegalanswers.org*

Louisiana LawHelp: [*www.louisianalawhelp.org*](http://www.louisianalawhelp.org/)

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| {% if user\_ask\_role == ‘plaintiff’ %}{{ USER\_NAMES }} {% else %}{{ OTHER\_PARTIES\_names }} {% endif %}  **(PETITIONER)**  **VERSUS**  {% if user\_ask\_role == ‘defendant’ %} {{ USER\_NAMES }}  {% else %} {{ OTHER\_PARTIES\_NAMES }}{% endif %}  **(DEFENDANT)** | {{ judicial\_district }} **JUDICIAL DISTRICT COURT**  **DOCKET NO:** {{ docket\_number }} **DIV.** {{ division }}  {{ NAME }}  **PARISH, STATE OF LOUISIANA** |

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**MOTION AND ORDER FOR CONTINUANCE**

**NOW INTO COURT**, comes **{{ users[0].name.full() }}**, the Mover, appearing in “proper person” in the above entitled and numbered cause, who respectfully provides that:

**1.**

There is presently a Rule for: {% if type\_of\_hearing[‘rule\_of\_custody’] %}[✔]{% else %}[ ]{% endif %} Custody / {% if type\_of\_hearing[‘child\_support’] %}[✔]{% else %}[ ]{% endif %} Child Support / {% if type\_of\_hearing[‘visitation’] %}[✔]{% else %}[ ]{% endif %} Visitation / {% if type\_of\_hearing[‘other\_type’] %}[✔]{% else %}[ ]{% endif %} other pleading*,* ***(check applicable ones)*** scheduled for hearings as follows:

Before Judge {{ judge\_name }} on the {{ date\_of\_ruling\_day }}day of {{ date\_of\_ruling\_month }} (month), 20{{ date\_of\_ruling\_year }}, at {{ time\_serving\_format }}.

**2.**

That the Mover seeks a continuance of the hearings for the following reasons: ***(check applicable one(s)).***

{% if reason\_for\_continuance[‘preparing\_seeking\_counsel’] %}[✔]{% else %}[ ]{% endif %} He/she was served with the Rule on {{ date\_rule\_to\_show\_cause\_served }}, and that additional time is needed to prepare and/or seek and retain counsel;

{% if reason\_for\_continuance[‘appointment\_or\_engagement’] %}[✔]{% else %}[ ]{% endif %} That he /she has a doctor’s appointment or other important prior engagement that cannot be rescheduled without great disruption ***(provide proof if available)***; and/or

{% if reason\_for\_continuance[‘other\_reason\_for\_continuance’] %}[✔]{% else %}[ ]{% endif %} Other (***please explain***) {{ other\_reason\_for\_continuance\_description }}

**3.**

That the {% if defendant\_contacted\_about\_continuance or defendant\_contacted\_about\_continuance == False %} [✔] opposing party / □ counsel {% elif who\_was\_contacted == ‘their\_attorney’ %} □ opposing party / [✔] counsel {% elif plantiff\_or\_defendant\_attorney and other\_party\_contacted\_about\_continuance == False%} [ ] opposing party / [✔] counsel {% endif %} *(check one*) {% if other\_party\_contacted\_about\_continuance %} [✔] has/ □ has not {% elif defendant\_contacted\_about\_continuance %} [✔] has/ □ has not {% elif defendant\_contacted\_about\_continuance == False %} □ has/ [✔] has not {% elif other\_party\_contacted\_about\_continuance == False %} □ has/ [✔] has not {% endif %} (*check one*) been contacted and {% if possible\_objection %}[✔] does / □ does not{% else %} □ does / [✔] does not {% endif %} (*check one*) have objection to the continuance of this matter.Notwithstanding this, it is requested that this hearing be re-set on the next available hearing date(s) in order to allow mover to have meaningful “access to justice.”

The name and telephone number of opposing party or counsel is as follows:

{% if plantiff\_or\_defendant\_attorney %}**{{ attorney[0].name.full() }}** (Attorney’s name) {% else %} **{{ other\_parties[0].name.full() }}** (Name){% endif %} (Name)

{% if plaintiff\_or\_defendant\_attorney %}**{{ attorney[0].address.on\_one\_line() }}** (Attorney’s address){% else %} **{{ other\_parties[0].address.on\_one\_line() }}** (Address){% endif %}

{% if plaintiff\_or\_defendant\_attorney %} **{{ attorney[0].address.city }}, {{ attorney[0].address.state }}, {{ attorney[0].address.zip }}** {% else %} **{{ other\_parties[0].address.city }}, {{ other\_parties[0].address.state }}, {{ other\_parties[0].address.zip }}** {% endif %} (City, State, Zip)

{% if plaintiff\_or\_defendant\_attorney %} **{{ attorney\_phone\_number }}** (Attorney’s phone number){% else %} **{{ phone\_number }}** (Telephone Number){% endif %}

**WHEREFORE,** the undersigned party moves this court to grant a continuance of the hearings presently scheduled above and further that this matter be re-set for the next available hearing date(s).

Respectfully submitted,

**{{ users[0].signature }}** MOVER, Self-Represented *(signature)*

***Print your name and address:***

**{{ users[0].name.full() }}**

**{{ users[0].address.on\_one\_line() }}**

Telephone No. **{{ user\_phone\_number }}**

Email Address\* **{{ user\_email }}**   
 ***\*(Provide a private and secure email address. You must regularly check this address because you may be served official court documents during the case).***

**CERTIFICATE OF SERVICE**

I hereby certify that a copy of the above and foregoing pleading was served upon {% if plaintiff\_or\_defendant\_attorney %} **{{ attorney[0].name.full() }}** {% else %} **{{ other\_parties[0].name.full() }}** {% endif %} ***(name of adverse or opposing counsel)*,** by placing copy of the same in the U.S. mail, postage prepaid and properly addressed this \_\_\_\_ day of \_\_\_\_\_\_\_\_\_\_\_\_\_, 20\_\_\_, by me, **{{ users[0].name.full() }}** (***name of mover***).

**{{ users[0].signature }}**

(signature of mover)

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| {% if user\_ask\_role == ‘plaintiff’ %}{{ USER\_NAMES }} {% else %}{{ OTHER\_PARTIES\_NAMES }} {% endif %}  **(PETITIONER)**  **VERSUS**  {% if user\_ask\_role == ‘defendant’ %} {{ USER\_NAMES }}  {% else %} {{ OTHER\_PARTIES\_NAMES }}{% endif %}  **(DEFENDANT)** | {{ judicial\_district }} **JUDICIAL DISTRICT COURT**  **DOCKET NO:** {{ docket\_number }} **DIV.** {{ division }}  {{ NAME }}  **PARISH, STATE OF LOUISIANA** |

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**ORDER**

**CONSIDERING** the above and foregoing Motion, **IT IS HEREBY ORDERED** that the

hearings presently scheduled above, is/are hereby continued and re-set as follows:

Before Judge \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ on the \_\_\_\_\_\_ day of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, 20\_\_\_, at \_\_\_\_\_\_\_\_\_ a.m./p.m.

**OR :**

**THE MOTION IS DENIED** and set for a hearing on \_\_\_\_\_\_\_ day of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, 20\_\_\_\_.

**THUS rendered and signed** on this \_\_\_\_\_\_\_\_\_ day of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, 20\_\_, in \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Parish, Louisiana.

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**JUDGE, {{ judicial\_district }} Judicial District Court**