

**PROCEDURE FOR TELEPHONIC APPEARANCE BEFORE  
CHIEF UNITED STATES BANKRUPTCY JUDGE SUZANNE H. BAUKNIGHT**

**EFFECTIVE MARCH 6, 2024  
(New Telephone Number)**

Attorneys residing outside of the Northern (Knoxville) Division are permitted to appear at non-evidentiary hearings telephonically only if they file a notice of their intention to so appear by at least 4:00 p.m. EST/EDT two business days before the hearing.

Local counsel may appear at non-evidentiary hearings telephonically only if they file an ex parte motion to so appear stating the reason for their request no later than 12:00 p.m. EST/EDT two business days before the hearing.

Pro se parties are not permitted to appear telephonically at any hearing.

Counsel must appear in person if testimony is to be presented by any party. Chief Judge Bauknight requires a showing of good cause in compelling circumstances sufficient to satisfy Rule 43(a) of the Federal Rules of Civil Procedure, made applicable by Federal Rule of Bankruptcy Procedure 9017, before she will authorize testimony by contemporaneous transmission from locations other than the courtroom.

If permission is obtained for a telephonic appearance through the procedures described above, the following protocols must be followed:

- At least 10 minutes before the time of the hearing, counsel must dial the following teleconferencing number and enter the conference ID number:

Telephone: (865) 351-1313  
Conference ID: 317071389#

- Counsel must place the phone on mute but shall not place the call on hold.
- Counsel must wait until his/her case is called or announcements are accepted by the Court before speaking. Each time counsel speaks, he/she should identify him/herself for the record.

Pursuant to E.D. Tenn. LBR 5073-1, the Court strictly prohibits recording or broadcasting any proceedings of the United States Bankruptcy Court. Any person accessing the hearing telephonically without following the required procedures set forth above may be subject to sanction by the Court.