

[DATE], 20XX

Via FedEx

The Honorable [Judge Name]
[Judge Address]

**Re: Motion to Permit Telephonic Appearance and LANGUAGE Interpreter on Behalf
of
RESPONDENT, A 000-000-000
Detained at XXX County Correctional Facility**

Dear Judge XXXXXXXX:

Please be advised that I have been retained to assist the above-mentioned Respondent in removal proceedings before Your Honor. RESPONDENT is currently detained at the XXXXXXXXXXXX Correctional Facility, and will be appearing at a Master Calendar Hearing on [DATE], 20XX at 2:00pm via televideo.

Pursuant to the Immigration Court Manual 4.15(n) and (o), I am making this request to appear telephonically at the Master Calendar Hearing, and a request for a LANGUAGE interpreter. I will be available in my office throughout the afternoon on [DATE], and can be reached on my direct dial at ###-###-####. Due to the distance involved in the travel to [City], I would appreciate Your Honor's courtesy in allowing me to appear by telephone for this Master Calendar Hearing.

As required by Immigration Court Manual and 8 C.F.R. § 1003.32(a), I am attaching a Certificate of Service to this letter, for an EOIR-28 on Counsel for the Immigration and Customs Enforcement Office of Counsel in [City, State].

Thank you for your attention to this matter.

Sincerely,

, Esq.

Enclosure

cc: Immigration and Customs Enforcement
Chief Counsel

[Attorney]
[Firm]
[Address]

Detained
XXXX County, [State]

**UNITED STATES DEPARTMENT OF JUSTICE
EXECUTIVE OFFICE FOR IMMIGRATION REVIEW
IMMIGRATION COURT
[CITY, STATE]**

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IN THE MATTER OF:)	
)	
RESPONDENT)	A 000-000-000
)	
)	
Respondent)	In Removal Proceedings
<hr/>)	

Immigration Judge XXXXXXXX

Next Hearing: [DATE], 20XX at
2:00pm

**MOTION TO PERMIT TELEPHONIC APPEARANCE/REQUEST FOR
INTERPRETER IN XXXX LANGUAGE**

COMES NOW, Respondent, through undersigned counsel, and moves the Court to allow counsel, [counsel's name], to appear at Respondent's upcoming Master Calendar hearing telephonically.

1. Counsel is physically located in [City, State], and the distance is prohibitive in terms of appearing in person at the Immigration Court in [City, State]. Additionally, Respondent will not be physically present in [City, State], as she will be appearing by televideo from the XXXX County Correctional Facility. Counsel will be available all afternoon at the direct line of ###-###-####. Counsel appearing telephonically should not delay the proceedings or create a hardship to the government.
2. Additionally, Respondent requests an interpreter in LANGUAGE, as her ability in the English language remains sufficiently limited as to impact her ability to understand the proceedings against her without assistance in her native language. Respondent is not fluent in any other languages and believes any dialect or geographical location of LANGUAGE will be sufficient to assist her in understanding the proceedings against her.

WHEREFORE, Respondent, prays the Court to allow her counsel to appear telephonically at the upcoming Master Calendar Hearing, and to provide her with an interpreter in XXXX language.

Respectfully submitted this [DATE], 20XX.

Respectfully submitted by:
[name], [Bar #] # 000000
Attorney for Respondent
[Address]
[Telephone/Fax]

**UNITED STATES DEPARTMENT OF JUSTICE
EXECUTIVE OFFICE FOR IMMIGRATION REVIEW
IMMIGRATION COURT
[CITY, STATE]**

RESPONDENT

A 000-000-000

ORDER OF THE IMMIGRATION JUDGE

Upon consideration of the respondent's Motion to Permit Telephonic Appearance, it is **HEREBY ORDERED** that the motion be ☐ **GRANTED** ☐ **DENIED** because:

- ☐ DHS does not oppose the motion.
- ☐ The respondent does not oppose the motion.
- ☐ A response to the motion has not been filed with the court.
- ☐ Good cause has been established for the motion.
- ☐ The Court agrees with the reasons stated in the opposition to the motion.
- ☐ The motion is untimely per _____.
- ☐ Other:

Deadlines:

- ☐ The application(s) for relief must be filed by _____.
- ☐ The respondent must comply with DHS biometrics instructions by _____.

Date

Immigration Judge XXX

Certificate of Service

This document was served by: ☐ Mail ☐ Personal Service

To: ☐ Alien ☐ Alien c/o Custodial Officer ☐ Alien's Atty/Rep ☐ DHS

Date: _____ By: Court Staff _____

RESPONDENT

A 000-000-000

PROOF OF SERVICE

On __[DATE], 20XX__, I, _____,
(date) (printed name of person signing below)

served a copy of this _____
Motion to Permit Telephonic Appearance
(name of document)

and any attached pages to _____
US ICE – Office of the Chief Counsel
(name of party served)

at the following address: _____
[Street], [City, State]
(address of party served)

(address of party served)

by _____.
(method of service, for example overnight courier, hand-delivery, first class mail)

(signature)

(date)