

**Chambers Procedures for
Honorable Kevin Gross**
(Revised June 19, 2007)

CONTACT INFORMATION

Chambers: The Honorable Kevin Gross
 United States Bankruptcy Court for the District of Delaware
 824 Market Street, 6th Floor
 Wilmington, DE 19801

Courtroom: 3

Telephone: **(302)252-2913**

Staff: Laura J. Strong, Judicial Assistant - **Ext. 2**
 Sherry K. Scaruzzi, Courtroom Deputy - **Ext. 3**
 Mona A. Parikh, Law Clerk

E-mail: [DEB Chambers Judge Kevin Gross@deb.uscourts.gov](mailto:DEB_Chambers_Judge_Kevin_Gross@deb.uscourts.gov)

PLEASE DELIVER BINDERS TO CHAMBERS
*** RE: CERTIFICATES OF NO OBJECTION**

ITEMS

- A. General Chambers Procedures
- B. Principles of Professionalism for Delaware Lawyers
- C. Principles of Professionalism for Delaware Judges
- D. Scheduling Order (Preference Cases)
- E. Scheduling Order (All Other Matters)
- F. Proposed Final Pretrial Order (Non-Preference Cases)
- G. Trial Procedures (All Cases and Contested Matters)
- H. General Order re Pretrial Procedures in Preference Cases

*** To avoid duplication of the entry of Orders, if you submit a CNO and proposed Order in advance of the hearing binder, please do not include a CNO and proposed Order with your hearing binder. Please indicate on your agenda that you previously submitted the CNO and proposed Order.**

1. Please refer to the General Chambers Procedures (Item A) which are applicable to all Judges.
2. Chambers will make every effort to respond to telephonic inquiries and requests within 24 hours. If Chambers does not respond within a reasonable time, a second inquiry or request is welcome.
3. Parties are invited to inquire, after a reasonable time under the circumstances of the matter at issue, into the status of matters pending decision or taken under advisement by e-mail to Chambers at:

[DEB Chambers Judge Kevin Gross@deb.uscourts.gov](mailto:DEB_Chambers_Judge_Kevin_Gross@deb.uscourts.gov)

In the body of the e-mail, reference should be made to the matter pending decision and the date such matter was taken under advisement. Parties should state in the “subject” of the e-mail the case name and number and “Request for Ruling Status.” Please copy other interested parties.

4. The Court demands of itself and the lawyers who appear before it courteous and professional conduct. See Principles of Professionalism for Delaware Lawyers; and Principles of Professionalism for Delaware Judges (Items B & C).

PRETRIAL AND TRIAL PROCEDURES IN NON-PREFERENCE ADVERSARY PROCEEDINGS AND CONTESTED MATTERS

In addition to the provisions of the General Chambers Procedures applicable to adversary procedures, please review the forms for Scheduling Order (Item, D), Scheduling Order (All Other Matters) (Item E), Final Pretrial Order (Item F) and Trial Procedures (Item G).

PRETRIAL AND TRIAL PROCEDURES IN PREFERENCE CASES

The procedures for preference cases are contained in the General Order, dated May 18, 2006 (Item H). The goal is to maintain consistency among the judges of the Court and therefore the Order is virtually identical to the Orders entered by Judge Carey and Judge Sontchi.