

STATE OF TENNESSEE	COURT <input type="checkbox"/> Chancery <input type="checkbox"/> Circuit (by interchange)	COUNTY <input type="checkbox"/> Greene <input type="checkbox"/> Hamblen <input type="checkbox"/> Hancock <input type="checkbox"/> Hawkins
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REQUEST TO CONTINUE	Case No. _____ <small>(Must Be Completed)</small>
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(Plaintiff) vs. _____
(Defendant)

Plaintiff Counsel: _____ Defendant Counsel: _____

Fax #: _____ Fax #: _____

Email: _____ Email: _____

OTHER COUNSEL/PRO SE: _____

MUST BE COMPLETED- If necessary, please list all additional parties on a separate sheet of paper.

INSTRUCTIONS: Chancellor Jenkins must approve every continuance request, even if agreed. Before contacting Chancellor's office with a request to continue a case, you must *first* contact the opposing party to determine if an agreement can be reached. A reset date **MUST** be included unless otherwise approved.

- If there is an agreement, complete this form and fax/email to the Chancellor's office (a Motion to Continue is not needed). An Agreed Order resetting the case should be filed with Clerk's Office.
- If there is no agreement, fax/email: 1) *Motion to Continue* and 2) *Request to Continue* to the Chancellor's office. Carolyn will contact the parties to schedule a teleconference regarding the motion.
- Fax or email this form to: (423) 272-4313 or Carolyn.Parsons@tncourts.gov

I, _____ (*requesting party*), have contacted all parties regarding my request to continue this matter that is currently set for hearing on _____, and would show that:

All parties agree to reschedule this matter to _____.

Parties do not agree to continue this matter. A conference call with the Chancellor is requested.
(A Motion to Continue must be filed and a copy sent to Chancellor's office with this request)

OR

Opposing side has not been served or has not received notice of the hearing.

OTHER: _____.

COURT USE ONLY

The Court approves the request based on the following:

<input type="checkbox"/> All parties are in agreement to reset Agreed Order to be filed	<input type="checkbox"/> Objections heard, continuance granted. Moving party shall file an Order
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The Court denies the request- the case shall remain on the court docket: _____.

OTHER _____.

► Judge's signature: _____ Date _____