

Section "A" Procedures for *Ex Parte* Motions for Compensation

All *ex parte* motions for compensation must include the following:

- 1). A fee application should include a summary of all previous fees awarded by date and amount;
- 2). If a fee application is for legal services which include the filing of pleadings, the application should describe the pleading(s) filed, if opposition was filed, if a hearing was required and if so, when held as well as the results obtained. Generic descriptions of pleadings should be avoided because they often do not allow the court to identify the pleading for which compensation is requested. If applicable, a fee application should include the docket numbers of any pleadings filed and for which compensation is requested, if relevant, the docket numbers for any pleadings in opposition to the original effort for which compensation is requested and the resulting order.
- 3). A fee application should contain a statement as to any benefits received by the person required to satisfy the fees, if awarded.
- 4). Hearings on fee application requests have been scheduled for a special setting date of Thursday, May 18, 2006, at 8:30 a.m.