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**United States District Court**  
For the Northern District of California

UNITED STATES DISTRICT COURT  
NORTHERN DISTRICT OF CALIFORNIA

BAY AREA PAINTERS AND TAPERS  
PENSION TRUST FUND AND ITS JOINT  
BOARD OF TRUSTEES ET AL,

No. C-11-02789-PJH (DMR)

Plaintiff(s),

**NOTICE OF REFERENCE AND ORDER  
RE MOTION PROCEDURES**

v.

H & H BUILDERS, INC. ET AL,

Defendant(s).

TO ALL PARTIES AND COUNSEL OF RECORD:

The above matter has been referred to Magistrate Judge Donna M. Ryu for a Report and Recommendation on Plaintiffs' Motion for Default Judgment. Please be advised that the noticed date for the motion filed before the District Court prior to this referral is no longer in effect. You are hereby notified that the hearing is rescheduled for **March 15, 2012 at 11:00 a.m.**, in Courtroom 4, 3rd Floor, U.S. District Court, 1301 Clay Street, Oakland, California 94612.

1. Parties shall comply with the procedures in this order, the Federal Rules of Civil Procedure, and the Northern District of California's Local Rules, General Orders, and General Standing Orders. Local rules, general orders, general standing orders, and a summary of the general orders' electronic filing requirements (including the procedures for emailing proposed orders to

1 chambers) are available at <http://www.cand.uscourts.gov> (click “Rules” link on left side). The  
2 parties’ failure to comply with any of the rules or orders may be a ground for sanctions.

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4 **LAW AND MOTION PROCEDURES**

5 2. Civil motions are heard on the second and fourth Thursdays of the month at 11:00  
6 a.m. Parties should notice motions pursuant to the local rules. Parties need not reserve a hearing  
7 date in advance, but should confirm the court’s availability on the on-line calendar at  
8 <http://www.cand.uscourts.gov> (click “Calendars” link on left side, click link to Judge Ryu’s  
9 calendar, click link to “Scheduling Information and Unavailability”). Noticed hearing dates may be  
10 reset as the court’s calendar requires. For scheduling questions, please call Judge Ryu’s courtroom  
11 deputy, Ivy Garcia at (510) 637-3639.

12 3. All filings of documents relating to motions referred to Magistrate Judge Ryu shall  
13 list the civil case number and the district court judge’s initials followed by the designation “(DMR).”

14 4. The court has found that it is often efficient and beneficial for the parties if counsel  
15 appear *in person at hearings*. For this reason, the court expects counsel to appear in person, unless  
16 they make a prior application showing good cause as to why the court should permit a telephonic  
17 appearance. Permission for a party to attend by telephone may be granted, in the court's discretion,  
18 upon written request made at least two weeks in advance of the hearing, if the court determines that  
19 good cause exists to excuse personal attendance, and that personal attendance is not needed in order  
20 to have an effective hearing. The facts establishing good cause must be set forth in the request.

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22 **CHAMBERS COPIES AND PROPOSED ORDERS**

23 5. Under Civil L.R. 5-1(b), parties must lodge an extra paper copy of any filing and  
24 mark it as a copy for “Chambers.” Chambers copies shall be printed on three-hole punch paper  
25 (including all exhibits) and submitted to the Oakland Clerk’s Office in an envelope clearly marked  
26 with the case number, “Magistrate Judge Donna M. Ryu,” and “Chambers Copy.” In a case subject to  
27 electronic filing, chambers copies must be submitted by the close of the next court day following the  
28 day the papers are filed electronically. Any proposed stipulation or proposed order in a case subject

1 to electronic filing shall be submitted by email to [dmrpo@cand.uscourts.gov](mailto:dmrpo@cand.uscourts.gov) as a word processing  
2 format attachment on the same day that the document is e-filed. This address is to be used only for  
3 proposed orders unless otherwise directed by the court.

4           Upon receipt of this order, Plaintiffs shall serve a copy on Defendants and file proof of  
5 service with the Court.

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IT IS SO ORDERED.

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Dated: February 14, 2012

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DONNA M. RYU  
United States Magistrate Judge