

## Notice to Counsel

### Appellate Division, Second Judicial Department Sitings

In response to the recent increase in the number of persons experiencing COVID-19 in the New York Metropolitan Area, beginning January 03, 2022, and until further notice, counsel and self-represented litigants who have submitted briefs on matters in which argument is permitted under the Second Department Rules of Practice (see, [22 NYCRR 670.15\[b\]](#)), and who have properly requested argument time on their briefs, will be presumed to be either presenting oral argument via Microsoft Teams or submitting. If such counsel or self-represented litigants wish to pursue their request to orally argue, they must notify the Court as to the name and e-mail address of the individual who will be presenting remote argument by e-mail to [AD2-Calendars@nycourts.gov](mailto:AD2-Calendars@nycourts.gov), on which all counsel and self-represented litigants are copied, **no later than five business days prior to the date on which the matter is calendared**. Failure to timely and properly notify the Court will result in the matter being marked submitted on behalf of that counsel or self-represented litigant. [Link to New York Law Journal press release.](#)

At this time, while the Courthouse will otherwise remain open to the public, the Unified Court System's green attorney/agency pass and visitor pass program remains suspended. Therefore, while members of the public can enter the courthouse at this time, in order to ensure the health and safety of all court users, effective immediately, and until further notice, all court users, regardless of vaccination status, are required to wear a face mask or face covering while present in our courthouse. In addition, all court users, including those holding green card passes that are now temporarily suspended, must have their temperature taken and undergo COVID screening before entry. Thank you for your cooperation. Stay safe.