

**In the United States District Court
for the Eastern District of Virginia
Alexandria Division**

Plaintiff's Name

v.

Civil Action No. (*Enter Civil Action Number*)

Defendant's Name

NOTICE

PLEASE TAKE NOTICE that on Friday (*enter date for hearing*) _____, at
10:00 a.m., or as soon thereafter as the undersigned may be heard, the plaintiff(s) will present to the
Court the Motion (*enter motion type*) _____.

(*Signature*)

(*Printed Name*)

Address

Telephone Number