

# Oregon Employment Relations Board – Motion to Postpone Hearing

Name of Case: \_\_\_\_\_

Case No.: \_\_\_\_\_

Administrative Law Judge: \_\_\_\_\_

**Motion filed by [Party Name]:** \_\_\_\_\_

1. The hearing in this case is scheduled for: \_\_\_\_\_

2. The moving party requests that the hearing be postponed to:  
\_\_\_\_\_

3. The reason for the request is (*attach additional page(s) if necessary*):  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

4. Before filing a motion to postpone a hearing, the moving party must make a good-faith effort to confer with the other party (or parties) in the case regarding the request to postpone. See OAR 115-010-0045(2). Describe below (1) your efforts to confer with the other party (e.g., when and how you contacted them), and (2) the position(s) of the other party (or parties) regarding your request to postpone the hearing (e.g., the other party agrees to the request, objects to the request, or has no objection to the request).

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

*When you file this motion with the Board, you must also serve a copy of the motion to the other party (or parties). See OAR 115-010-0033(2).*

By signing below, I certify that I made a good faith effort to confer with the opposing party to seek resolution of this request to postpone the hearing, and that I accurately described the other party's response above.

I also certify that I have served a copy of this motion to the other party (or parties) on [date]\_\_\_\_\_, by the following means [identify (1) the method of service, and (2) the address, email, or fax number used]:

\_\_\_\_\_  
\_\_\_\_\_.

Filed by [print name]: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_