

\_\_\_\_\_  
Plaintiff(s)/Petitioner(s)

\* IN THE  
\* CIRCUIT COURT  
\* HOWARD COUNTY

v.

\_\_\_\_\_  
Defendant(s)/Respondent(s)

\* Case No. \_\_\_\_\_

\* \* \* \* \*

**MOTION TO SHORTEN TIME FOR  
MOTION/REQUEST FOR POSTPONEMENT**

\_\_\_\_\_ (your name), respectfully files this **Motion to Shorten Time** for  
\_\_\_\_\_ (name of opposing parties) to respond to the **Motion/Request For  
Postponement**, filed on \_\_\_\_\_ (date) and states as follows:

1. I served all parties in this case a **Motion/Request for Postponement** on \_\_\_\_\_ (date).  
I served all parties in this case the **Motion to Shorten Time** on \_\_\_\_\_ (date).
2. I informed the \_\_\_\_\_ (name of opposing parties) via  
telephone OR email \_\_\_\_\_ (name of opposing  
parties) on \_\_\_\_\_ (date) that I would be filing the **Motion to Shorten Time** for  
their response to the postponement at the Clerk’s Office at the Circuit Court for Howard  
County, 9250 Judicial Way, Ellicott City, Maryland 21043 via first class mail  
hand delivery electronic filing on \_\_\_\_\_ (date). I requested their  
response by \_\_\_\_\_ (date).
3. The \_\_\_\_\_ (name of opposing parties) told me that they:  
**would** agree to shorten their time to respond to the **Motion/Request for Postponement**.  
They agreed to file their response by \_\_\_\_\_ (date).  
**would not** agree to shorten their time to respond to the **Motion/Request for Postponement**.
4. The reasons for the request to shorten time are:  
The court date I am asking to postpone is within 18 days of today’s date.  
Other (add explanation) \_\_\_\_\_

Case No.

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

WHEREFORE, \_\_\_\_\_ (your name) respectfully requests that this  
Honorable Court:

- A. Order the **Motion to Shorten Time** require a response to the **Motion/Request for Postponement** on \_\_\_\_\_ (date); and
- B. Grant such other and further relief as the nature of their cause may require.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**AFFIDAVIT**

I SOLEMNLY AFFIRM under the penalties of perjury that the contents of the foregoing paper are true to the best of my knowledge, information, and belief.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**CERTIFICATE OF SERVICE**

I certify that I served a copy of this motion, upon the following party or parties by \_\_\_\_\_ mailing first-class  
mail, postage prepaid      hand delivery      electronic filing      other  
, on \_\_\_\_\_ (date) to:

\_\_\_\_\_  
Name

\_\_\_\_\_  
Address

\_\_\_\_\_  
City, State, Zip

\_\_\_\_\_  
Name

\_\_\_\_\_  
Address

\_\_\_\_\_  
City, State, Zip

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Party Serving