

**Judge Eric C. Tostrud**  
Practice Pointers  
October 2022

**Motion Practice**

Judge Tostrud follows Local Rule 7.1 with respect to civil motion practice. The moving party should obtain a hearing date shortly before filing their motion papers. All motions to be heard by Judge Tostrud must be scheduled through Judge Tostrud's Courtroom Deputy at (651) 848-1190 or by emailing [Tostrud\\_Chambers@mnd.uscourts.gov](mailto:Tostrud_Chambers@mnd.uscourts.gov). When scheduling a motion, whether by phone or email, the party(ies) should provide Chambers with the file number, type of motion, filing date of the motion, and all motions pending or anticipated so that they can be heard at the same time. After receiving a hearing date, please confirm that the date works for all other parties. Judge Tostrud is holding all civil hearings in-person unless there is an exceptional circumstance preventing a party from coming to the courthouse. Please advise the court if there is such a circumstance. *Two* courtesy copies of memoranda and *one* courtesy copy of supporting documents should be delivered to Judge Tostrud. Judge Tostrud prefers those courtesy copies to be:

- three-hole punched;
- unstapled;
- printed double-sided, if feasible; and
- if voluminous, appropriately tabbed and in binders.

Judge Tostrud also prefers that parties include the docket number of the filed document on the courtesy copies submitted to the Court. (The easiest way to do this is to submit copies of filed documents with the CM/ECF header on the documents.) Courtesy copies may be mailed the next business day after documents are filed on ECF, and sent or delivered to the following address:

The Honorable Eric C. Tostrud  
Warren E. Burger Federal Building and U.S. Courthouse  
316 North Robert Street, Suite 100  
St. Paul, MN 55101

**In-Court Proceedings**

At motion hearings, Judge Tostrud typically permits each side 20 minutes to present oral argument. In cases involving multiple plaintiffs or multiple defendants, those parties should allocate the allotted time among themselves. Additional time may be granted at the Court's discretion and at the prior request of a party.