

# Motion to Postpone Hearing Date

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Recipient's Name]

[Recipient's Title or Position]

[Court Name]

[Court Address]

[City, State, Zip Code]

Re: Motion to Postpone Hearing Date for Case No. [Case Number]

Dear [Recipient's Name],

I am writing to formally request a postponement of the hearing scheduled for [current hearing date] concerning Case No. [Case Number].

The reason for this request is [briefly explain the reason for the postponement, e.g., inability to attend, need for more time to prepare, personal circumstances, etc.].

I would greatly appreciate your consideration of this motion and recommend rescheduling the hearing for a later date, such as [suggest alternative dates].

Thank you for your attention to this matter. I look forward to your prompt response.

Sincerely,

[Your Name]

[Your Title or Relationship to Case, if applicable]