

[Your Name/Law Firm Name]
[Address]
[City, State, Zip Code]
[Phone Number]
[Email Address]

[Date]

[Recipient Name]
[Recipient Address]
[City, State, Zip Code]

RE: [Case Name]
Case Number: [Case Number]
Court: [Court Name/County]

NOTICE OF HEARING ON MOTION FOR SUMMARY JUDGMENT

To all parties and their attorneys of record:

PLEASE TAKE NOTICE that a hearing on the Motion for Summary Judgment filed by [Moving Party Name] is scheduled to take place before the Honorable [Judge's Name] on the following date and time:

- **Date:** [Hearing Date]
- **Time:** [Hearing Time]
- **Location/Courtroom:** [Courtroom Number/Address or Virtual Link]

This motion is brought pursuant to [cite relevant Civil Procedure Rule] on the grounds that there is no genuine issue as to any material fact and that the moving party is entitled to judgment as a matter of law.

Copies of the Motion for Summary Judgment, Memorandum of Points and Authorities, and supporting declarations were previously served on [Date].

Respectfully submitted,

[Signature]
[Printed Name]
[Title, e.g., Attorney for Plaintiff/Defendant]

CERTIFICATE OF SERVICE

I hereby certify that a true and correct copy of the foregoing notice was served upon all counsel of record via [Method of Service, e.g., Electronic Mail/U.S. Mail] on this [Day] day of [Month], [Year].

[Your Signature]