# **Denver Immigration Court**

Address: 1961 Stout Street, Suite 3101 Denver, CO

80294

**Phone:** (303) 844-5815

**Hours:** 8:00 a.m. – 4:00 p.m.

Window hours (for filing documents with the **court):** 8:00 am - 12:00 pm; 12:30 pm - 4:00 pm



## How do I learn about my upcoming legal proceeding?

**EOIR** Automated System

Call 800-898-7180, press 1 for English, then press 1 to enter the A#. Then enter the A#, and it will confirm your name. Then it will allow you to get the following information:

- Dial 1: Next hearing date
- Dial 2: Clock this means how many days have elapsed since the person filed an asylum application, if any
- Dial 3: Decision information this will normally say if the judge granted relief, denied relief, if your case is pending, etc.
- Dial 4: Appeal information will normally give information regarding an appeal deadline
- Dial 5: The court which has jurisdiction over the case

You can also refer to the <u>Automated Case Information Online System</u> of The Office for Immigration Review. On that webpage, you will enter the A#. If you have an eight-digit A# make sure you enter a 0 in front of the A#. Then click "Submit". You will find information about the next hearing, decision and motion information, case appeal information, and the court contact information.

### What should I do to prepare for the day of my hearing?

- Make sure you locate your Notice to Appear (also known as your hearing notice) a few days before your hearing. The hearing notice includes the time and location of your hearing. It is important that you take the hearing notice with you to all your hearings.
- Familiarize yourself with the amount of time it will take you to get to the courthouse.
  - o If you are taking public transportation, make sure you have an alternate route just in case a bus or train is running late.
  - o If someone is dropping you off, coordinate with them ahead of time in order to arrive to the courthouse early.
  - o If the person who is taking you to your hearing is going to accompany you, make sure you factor in the amount of time it will take you to find parking in downtown Denver.

#### What should I do on the day of my hearing?

- Before you leave your house, make sure you have a copy of your Notice to Appear or hearing notice. When necessary, make sure you take any evidence and applications that you need to give the judge.
- Plan to arrive at least 30 minutes prior to the scheduled start of the hearing.
- You must bring a valid ID in order to get into the building through security. The line to pass through security is especially long in the mornings so you should plan to arrive at least 30 minutes prior to the scheduled start of the hearing.
- When you pass security, go up to the third floor. When you arrive, there will be a wall with each judge's docket. This docket serves as a guide for you. Look for your name and it will tell you the courtroom in which your hearing will take place.
- You must dress conservatively. No shorts. Women: no sleeveless blouses.

### Who should accompany me to my hearing?

- If you are in proceedings with your family members, everyone must attend unless the judge has waived the appearance of minor respondents.
- All adults who wish to enter the Denver Immigration Court must have a valid ID. This includes your guests.
- If a friend or family member wants to join you for emotional support, it is recommended that your guest have legal status in the United States. The Denver Immigration Court is a Federal building and ICE officers are constantly in the premises.
- The hearings can last from 1 4 hours, so if they are planning to attend, you should tell them to set aside the entire morning or afternoon. However, if they need to leave early, this is an option.
- Keep in mind that the court rooms and the third-floor lobby are quite small. It is best that you limit the number of guests who wish to accompany you.