

CIVIL HARASSMENT
RESTRAINING ORDERS
COURTROOM J1

APPEARING REMOTELY FOR CIVIL HARASSMENT
RESTRAINING ORDERS

Any party wishing to appear by Zoom must ensure they are logged in to the correct Zoom meeting for civil harassment matters. Failure to use the correct login credentials could result in action being taken in your absence. Parties should log in fifteen (15) minutes prior to the start time of the hearing. Litigants will be placed in the waiting room and must be prepared to participate when their case is called. They should dedicate 2:30pm – 4:30pm to the court appearance as it is impossible to predict the order in which cases will be called

THIRTY MINUTES BEFORE YOUR HEARING:

- Download the Zoom app for your smartphone or tablet from the App/Play store.
- For computers or laptops, go to www.zoom.us/download
- Use the Test Meeting feature in advance of your hearing.
- Find a place where you won't be interrupted during the hearing.
- Zoom help can be found at: <https://support.zoom.us>

15 MINUTES BEFORE YOUR HEARING:

- Log into the Zoom meeting for your courtroom:

	Courtroom:	Meeting Number:	Passcode:
	J1	857 6202 0316	226091

- Rename your device so you can be recognized, i.e. John Brown, NOT John's iphone.
- You may have to wait several minutes to be checked in by the courtroom clerk. After being checked in, please mute your audio while you wait for your case to be called.

AT THE HEARING:

- You will be admitted into your hearing by the judicial officer or clerk if you are allowed to appear by Zoom. This may take some time as there are many cases scheduled at the same time. You may be asked to wait until a specified time.
- While in the hearing, you must behave as though you are in court.
- **YOU MAY NOT RECORD ANY COURT PROCEEDINGS.** Recording of court proceedings held by video or teleconference, including screen shots or any other form of audio or visual recording is strictly prohibited.