Superior Court of California, County of Ventura

NOTICE: FAMILY LAW

IF THE COURT HAS GRANTED A REMOTE APPREARANCE, USE THE APPROPRIATE COURTROOM ZOOM MEETING NUMBER AND PASSCODE BELOW.

PARTICIPANTS INTENDING TO APPEAR REMOTELY MUST COMPLY WITH THE REQUIREMENTS OF CALIFORNIA RULES OF COURT, RULE 3.672.

AT LEAST TWO HOURS 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 date.
- Find a place where you won't be interrupted during the hearing.
- Arrange for child-care for your hearing if you have children present.

Zoom help can be found at:

https://support.zoom.us

More information can be found on the court's website at www.ventura.courts.ca.gov.

15 MINUTES BEFORE YOUR HEARING:

- Log into the Zoom meeting for your courtroom:

	Ctrm	Meeting number	Passcode
	31	894 8301 0889	869701
	32	852 3130 1962	711993
	33	822 1010 4985	397149
	34	850 8936 9896	709993
	35	879 4514 6556	824401

***FOR DCSS cases in Courtroom 34 use #97063421315 & passcode 859648**

- **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.

DO NOT GIVE OUT THE ZOOM ADDRESS TO ANYONE. Only the party / attorney will be allowed into the Zoom meeting.

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.
- DO NOT CALL THE JUDICIAL SECRETARY OR COURTROOM CLERK to ask when your case will be called.
- You MUST serve all your papers timely before your hearing. You will not be able to give the judge any new documents such as a picture, declaration, letter, etc., at the hearing.
- Witnesses will not be allowed for a hearing unless at the discretion of the judicial officer.
- You should have available all the papers you have filed, and the papers the other side has given you, for your hearing.

YOU MAY NOT RECORD ANY COURT PROCEEDING

Any recording of the court proceeding held by video or teleconference, including screen shots or any other form of audio or visual recording is strictly prohibited.