

Remote Appearance Request

Information Form

*This form must be completed and delivered to the court via e-mail at SuperiorCourtAdmin@snoco.org or the ex parte basket with a **Motion and Declaration for Order Permitting Remote Appearance at Protection Order Hearing** and a **Proposed Order on Motion for Remote Appearance at Protection Order Hearing**. Parties who do not complete this form are not guaranteed to receive notification from the court when their motion is reviewed.*

IMPORTANT:

This document is for court administration use only and should not be filed.

Name of Moving Party:

(who is making the motion for remote appearance)

Email Address of Moving Party:

(parties providing an email address will receive a copy of any order signed in relation to their motion)

Phone Number of Moving Party: (_____) _____ - _____

(parties without an email address should include a phone number for notification purposes)

Superior Court of Washington of Snohomish County	
_____	Petitioner,
	vs.
_____	Respondent.

No. _____

**Motion and Declaration for Order
Permitting Remote Appearance at
Protection Order Hearing**

I. Motion

- 1.1 I am the petitioner respondent in this action.
- 1.2 This action is for a:
- Domestic Violence Protection Order
 - Anti-Harassment Protection Order
 - Sexual Assault Protection Order
 - Vulnerable Adult Protection Order
 - Extreme Risk Protection Order
- 1.3 I am asking for permission to appear remotely via zoom at the protection order hearing scheduled on _____ at _____ a.m./p.m. in Courtroom _____.

II. Declaration

I declare that,

- 2.1 I would like the court to consider the following as reasons for my request to appear remotely:

I declare under penalty of perjury under the laws of the state of Washington that the foregoing is true and correct.

Signed at (city) _____, (state) _____ on (date) _____.

Signature

Print or Type Name

Complete and submit a Remote Appearance Request Information Form and Proposed Order.

**Superior Court of Washington
of Snohomish County**

Petitioner,
vs.

Respondent.

No. _____

**Order on Motion for Remote
Appearance at Protection Order
Hearing**

I. Findings

- 1.1 The petitioner respondent motioned the court for an order permitting remote appearance
- 1.2 The Court finds that the declaration supports does not support remote appearance.
- 1.3 Additional findings:

II. Order

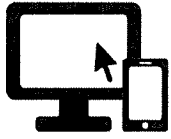
It is ordered:

The motion for an order permitting remote appearance for the petitioner respondent at the hearing scheduled on _____ at _____ a.m./p.m. in Courtroom _____ is:

- Granted**
- Denied**

Date

Judge/Commissioner



Presiding Remote Hearing Instructions Civil Protection Order Hearings

Before your hearing, get prepared

- Make sure you have a good Internet connection
- Remember that you are still appearing in court and should act appropriately.
- Charge your computer or mobile device. If you are calling in by phone, make sure you have enough minutes.
- Find a quiet place where no one will interrupt you.
- Have all your papers ready, including a list of what you want to say to the judge

If the court has ordered that a remote appearance is allowed, your initial appearance will be a telephonic appearance (audio only) on the trial calendar for judicial assignment.

Please connect at least 10 minutes prior to the start of your hearing using either method below:

Meeting ID & Passcode – Using Zoom App or Website

Meeting ID: 913 2627 2574

Passcode: 372669

Dial In by Telephone

Dial 253-215-8782 and enter the meeting ID and passcode below when prompted

Meeting ID: 913 2627 2574

Passcode: 372669

What should I do if I have trouble logging on or calling in?



- Contact the Presiding Judge's law clerk at 425-388-3468 as well as Court Administration at 425-388-3421 or by e-mail at SuperiorCourtAdmin@snoco.org.



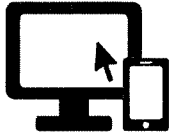
How do I ask for an interpreter?

- Ask for an interpreter as soon as you can. Do not wait! Requests must be made 5 days in advance by calling 425-388-3421 or by emailing sscinterpretersupport@snoco.org.



How do I ask for a disability accommodation?

- Ask for an accommodation as soon as you can. Do not wait until the hearing! Requests should be made at least 5 days in advance of the hearing by e-mailing SuperiorCourtADA@snoco.org, fax 425-388-3439 or by mail. Request for Accommodation forms are available for pickup in room 5620 at the Snohomish County Courthouse or online at <https://www.snohomishcountywa.gov/509>.



Remote Hearing Instructions

Domestic Violence, Anti-Harassment and Stalking Protection Order Hearings

Before your hearing, get prepared

- Make sure you have a good Internet connection
- Remember that you are still appearing in court and should act appropriately.
- Charge your connection device. If you are calling in by phone, ensure you have enough minutes.
- Find a quiet place where no one will interrupt you.
- Have all your papers ready, including a list of what you want to say to the Judge or Commissioner

If the court has ordered that a remote appearance is allowed for a hearing **before July 4th 2022** please use the following information to connect to your hearing.

Location	Phone Number	Zoom Meeting ID	Password
Courtroom 1C or 1D	253-215-8782	935 8936 9561	609465
Interpreter Hearings	253-215-8782	980 9785 6107	183908

If the court has ordered that a remote appearance is allowed for a hearing **on or after July 5th 2022** please use the following information to connect to your hearing.

The connection information corresponds to the courtroom in which your hearing is occurring. To determine the location of your hearing either check your order or check the court's website at <https://www.snohomishcountywa.gov/5659/> after 5:30pm two court days prior to your hearing.

Location	Phone Number	Zoom Meeting ID	Password
Courtroom 1C	253-215-8782	307 878 5917	821291
Courtroom 1D	253-215-8782	753 915 9763	308792
Courtroom 1E	253-215-8782	221 411 0318	559533



What should I do if I have trouble logging on or calling in?

- Call 425-388-3638 or email protection.orders@snoco.org (preferred method) to notify the court.



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