

# Remote Hearing Instructions

## Before your hearing, get prepared

- Make sure you have a good Internet connection
- Download Zoom. <https://zoom.us/download>
- Practice with the app so you feel comfortable.
- Make sure your screen name is your first and last name.
- No profile picture/photo is allowed.
- 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.
- Use earbuds or headphones if you can. This frees up your hands and improves sound quality.
- 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.

## When your hearing starts, log on or call here:

- Zoom : <https://zoom.us/join> Then type in Meeting ID found in the table below.
- Call-in number: (253) 215-8782. Enter the assigned Zoom Meeting ID number followed by # symbol.
  - Phone controls:
    - \*6 - Toggle mute/unmute
    - \*9 - Raise hand

Family Law Cases	Day & Time	Zoom Meeting ID
Adoption Hearings	Friday 8:30 am	772-162-1402
Ex Parte-Emergency Motions	Monday & Wednesday 4:00 pm	242-974-5214
	Tuesday 4:00 pm	429-655-5966
	Thursday & Friday 4:00 pm	786-408-0165
Family Law with Attorneys	Tuesday 9:00 am & 1:30 pm	242-974-5214
	Thursday 9:00 am & Friday 2:30 pm	786-408-0165
Family Law without Attorneys (Self Represented)	Monday 9:00/10:30 am	429-655-5966
	Thursday 11:00 am	885-9726-5333
	Friday 1:30 pm	786-408-0165
Final Orders with children	Monday 9:00 am	881-2091-0575
Final Orders without children	Monday 10:00 am	881-2091-0575
Judges' Motion, Revision, and Relocation	Wednesday 9:00 am	242-974-5214

Minor Guardianship	Wednesday 9:00/10:00 am	772-162-1402
Orientation	Thursday 12:00 pm	837-2088-7594
State Family Law	Wednesday 2:00/3:00 pm	242-974-5214
<b>Dependency Cases</b>	<b>Day &amp; Time</b>	<b>Zoom Meeting ID</b>
Dependency Hearings	Monday and Wednesday 9:00/10:00/11:00 am & 1:30/2:30/3:30 pm	429-655-5966
Family Recovery Court	Tuesday 10:30 am	429-655-5966
Shelter Care Hearings	Monday & Wednesday 2:30 pm	429-655-5966
	Tuesday & Friday 2:30 pm	772-162-1402
	Thursday 2:30 pm	Check Notice: 772-162-1402 or 242-974-5214
<b>Juvenile Cases</b>	<b>Day &amp; Time</b>	<b>Zoom Meeting ID</b>
Arraignments	Tuesday 2:00 pm	786-408-0165
Cross System Youth	Monday 9:00 am	772-162-1402
Detention	Monday, Tuesday & Thursday 1:30 pm	786-408-0165
	Wednesday & Friday 1:30 pm	242-974-5214
Miscellaneous Motions	Monday 2:00/2:30 pm	786-408-0165
Pre-Trial	Tuesday 2:30/3:00/3:30 pm	786-408-0165
Probation Violation	Monday, Tuesday & Thursday 1:30 pm	786-408-0165
	Wednesday & Friday 1:30 pm	242-974-5214
Youth at Risk & CHINS Cases	Monday 10:00/11:00 am	786-408-0165
<b>Probate and Guardianship Cases</b>	<b>Day &amp; Time</b>	<b>Zoom Meeting ID</b>
Motions	Friday	429-655-5966
<b>Settlement Conferences</b>	<b>Day &amp; Time</b>	<b>Zoom Meeting ID</b>
Family Law	Look on your "Case Schedule Order" for Courtroom number	Courtroom 1: 772-162-1402 Courtroom 2: 429-655-5966 Courtroom 3: 786-408-0165 Courtroom 4: 242-974-5214 Conference Room 35: 835-2138-4214
<b>Trial Confirmation</b>	<b>Day &amp; Time</b>	<b>Zoom Meeting ID</b>
Trial Confirmation	Thursday 8:30 am	242-974-5214
Termination Pre-Trial & Trial Confirmations	Thursday 8:15 am	242-974-5214



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

- Contact Court Administration at (360) 709-3295.



## **How do I ask for an interpreter?**

- Ask for an interpreter as soon as you can. Do not wait until the hearing!
- Email: [SCInterpreter@co.thurston.wa.us](mailto:SCInterpreter@co.thurston.wa.us)



## **How do I ask for a disability accommodation?**

- Ask for an accommodation as soon as you can. Do not wait until the hearing!
- Email: [AccessibilitySuperiorCourt@co.thurston.wa.us](mailto:AccessibilitySuperiorCourt@co.thurston.wa.us)