

Superior Court of Washington, Thurston County
Family and Juvenile Court

Petitioner:

Respondent:

Case No. _____

**Notice of Hearing for
Court Commissioner Motions –
Protection Order Cases**

(NTHG)

To the County Clerk and all parties:

1. A court hearing has been scheduled for: _____ (date) at _____ (time).

To keep everyone safe during COVID19, the Court is asking that parties, participants, families, and attorneys attend their hearings as indicated below from June 1, 2020 through at least July 10, 2020, this may include virtually, by video or telephone participation through Bridge Line (telephone access) or Zoom Meetings. If this is not possible, the Courthouse is open and located at 2801 32nd Avenue SW, Tumwater, WA 98512.

2. The **name** of the motion or type of hearing is: _____

The motion was filed on: _____ (date) by _____ (name of party).

3. The hearing should be scheduled on the following court session:

→ Check that the court session is available before you schedule a hearing. You can see whether a session is full on the Clerk's web page: www.co.thurston.wa.us/clerk

Unlawful Harassment, Stalking, Extreme Risk, & Sexual Assault Protection Orders
(Thursday 9:00 a.m.) **Courtroom 2: (Zoom Meeting ID: 429-655-5966#)**

Vulnerable Adult Protection Order
(Thursday 11:00 a.m.) **Courtroom 2: (Zoom Meeting ID: 429-655-5966#)**

Domestic Violence Protection Order
(Tuesday 9:00, 10:30 a.m.) **Courtroom 3: (Zoom Meeting ID: 786-408-0165#)**
(Wednesday 9:00, 10:30 a.m., 2:00 & 3:30 p.m.) **Courtroom 3: (Zoom Meeting ID: 786-408-0165#)**

Warnings!

- If you do not go to the hearing, the court may sign orders without hearing your side. You must file all paperwork to respond to a motion before the court hearing.
- If you do not have an attorney, a courthouse facilitator must approve the final paperwork before a final hearing can be scheduled. LSPR 94.04.
- You need to schedule this hearing by 5:00 p.m. at least 6 business days ahead of time. Consult local and state court rules.

4. Declaration of Service

I declare that on _____, 20____, I deposited in the United States mail, delivered through a legal messenger service, personally delivered, a copy of this notice of hearing, the motion, and all paperwork filed along with the motion, to all people listed below in section 6.

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

Signed at _____ (city) _____ (State) on _____ (date signed).

_____(signature)
_____(printed name)

5. Person Scheduling this Hearing:

Petitioner Respondent
 Other: _____

Sign: _____

Print Name: _____

WSBA # _____ (if attorney)

Address: _____

City/State/Zip: _____

Telephone: _____

Email (required): _____

Date: _____

6. Names and Contact Information for Everyone Notified of this Hearing

Name: _____

Attorney for: _____

WSBA #: _____

Address: _____

Telephone: _____

Email: _____

Name: _____

Attorney for: _____

WSBA #: _____

Address: _____

Telephone: _____

Email: _____

Name: _____

Attorney for: _____

WSBA #: _____

Address: _____

Telephone: _____

Email: _____

Name: _____

Attorney for: _____

WSBA #: _____

Address: _____

Telephone: _____

Email: _____

Attach more pages if needed.

7. Instructions for Appearing to your Zoom Meeting

Joining by Computer or Smartphone

Zoom hearings can be joined from the internet, the Zoom application (“App”), landline or mobile phone (**Instructions below**), and with a H.323 or SIP device.

You will need the **Zoom Meeting ID** number for the hearing. The **Zoom Meeting ID** for your calendar can be found in section 3 on the first page of this Notice and on the court’s website.

1. Go to <https://zoom.us/>
2. Once on the Zoom site and click the “Join a meeting” option, or use this link: <https://zoom.us/join>
3. Enter the Meeting ID and click “Join”

You can also download an application (“App”) to your smartphone or device. To download the Zoom mobile application, visit the zoom website at <https://zoom.us/download>

4. Once you have joined, you will enter the virtual waiting room. Prior to the start of your hearing, the judicial officer or court employee will admit you into the virtual hearing. You might have to wait past the start of your hearing time. Please be patient.

Join by telephone if:

- You do not have a microphone or speaker on your PC/Mac,
- You do not have a smartphone (iOS or Android), or
- You cannot connect to a network for video and VoIP (computer audio)

DO NOT RECORD ANY COURT HEARINGS

The Court keeps a record of all proceedings. Do not record any court proceedings. You can order transcripts or copies of the hearing from the Court. If you would like to order a copy of the record or a transcript of the proceeding, information can be found on the Court’s Website:

<https://www.thurstoncountywa.gov/sc/Pages/transcripts.aspx>

To join by telephone:

If you are joining via telephone, call one of the telephone numbers listed in the box, then enter your calendar **Zoom Meeting ID** number. The **Zoom Meeting ID** for your calendar can be found in section 3 on the first page of this Notice and on the court’s website.

1. Call one of the telephone numbers provided in the box below.

Dial by your location

+1 253 215 8782 US (Tacoma)
+1 669 900 9128 US (San Jose)
+1 346 248 7799 US (Houston)
+1 646 558 8656 US (New York)
+1 301 715 8592 US (Germantown)
+1 312 626 6799 US (Chicago)

Find your local number:

<https://us02web.zoom.us/j/kcK71YNq>

2. Enter the assigned **Zoom Meeting ID** number found in section 3 followed by # symbol.

- Phone Controls:
 - *6 - Toggle mute/unmute
 - *9 - Raise hand

Considerations for Virtual Hearings:

Virtual hearings are just like attending court in person. Required:

- Dress appropriate
- Mute your microphone unless you are asked to speak
- Follow judicial officer’s stated rules or risk being removed from the hearing
- You can only attend one virtual hearing at a time, please contact the court if you are scheduled to appear in multiple hearings.

If Possible:

- Avoid moving your video or quick movements
- Find a quiet space