

Superior Court of Washington, Thurston County

Family and Juvenile Court

Petitioner:

Respondent:

Case No. _____

Notice of Orientation (NTHG)

To the County Clerk and all parties:

1. This case is scheduled for Orientation on: _____ (date) at 12:00 p.m.

Orientation will take place by Zoom- Meeting ID: 837-2088-7594

See section six for instructions on how to appear by Zoom.

→ Please see the Orientation Schedule for dates available which can be found at:

<https://www.thurstoncountywa.gov/departments/superior-court/self-represented-party/family-law-orientation> .

→ You need to schedule orientation at least six court days ahead of time.

2. Information about the Orientation Program

For Petitioner: You must schedule and go to orientation when you file a case involving children. Schedule the orientation within 30 days of filing the case. Give a copy to the respondent and show you served the respondent by filling out page two of this notice.

For Both Parties: Orientation includes

- Information about what to expect with the court process;
- A discussion of the mandatory parenting seminar and information about how to attend one;
- A video presentation on mandatory mediation.

Both parties must attend orientation, but they can go to different sessions. The parties should go to different sessions if there is a protection order or any concerns about domestic violence.

Is there currently or has there ever been a protection order between you and the other party? ☐ Yes ☐ No.

If you want to speak to someone about the situation please call the Domestic Violence Case Coordinator at (360) 709-3263.

3. Declaration of Service	4. Person Scheduling Orientation
<p>I declare that on _____, 20____,</p> <p>I <input type="checkbox"/> deposited in the United States mail, <input type="checkbox"/> delivered through a legal messenger service, <input type="checkbox"/> 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.</p> <p>I declare under penalty of perjury under the laws of Washington State that the foregoing is true and correct.</p> <p>Signed at _____ (City) _____ (State) _____ (Date signed) _____ (Signature) _____ (Printed name)</p>	<p><input type="checkbox"/> Petitioner <input type="checkbox"/> Respondent <input type="checkbox"/> Other: _____</p> <p>Sign: _____</p> <p>Print Name: _____</p> <p>WSBA # _____ (if attorney)</p> <p>Address: _____</p> <p>City/State/Zip: _____</p> <p>Telephone: _____</p> <p>Email (required): _____</p> <p>Date: _____</p>
5. Names and Contact Information for Everyone Notified of Orientation	
<p>Name: _____</p> <p>Attorney for: _____</p> <p>WSBA #: _____</p> <p>Address: _____</p> <p>_____</p> <p>Email: _____</p> <p>Telephone: _____</p>	<p>Name: _____</p> <p>Attorney for: _____</p> <p>WSBA #: _____</p> <p>Address: _____</p> <p>_____</p> <p>Email: _____</p> <p>Telephone: _____</p>
<p>Name: _____</p> <p>Attorney for: _____</p> <p>WSBA #: _____</p> <p>Address: _____</p> <p>_____</p> <p>Email: _____</p> <p>Telephone: _____</p> <p>Attach more papers if needed.</p>	<p>Name: _____</p> <p>Attorney for: _____</p> <p>WSBA #: _____</p> <p>Address: _____</p> <p>_____</p> <p>Email: _____</p> <p>Telephone: _____</p>

6. Instructions for Appearing by Zoom

Joining by Computer or Smartphone

- Go to <https://zoom.us> or download the free app to your phone or device.
- You will need the Zoom meeting ID for the hearing which could be found in section 3.
- Once on Zoom click “Join a Meeting”, enter the Zoom meeting ID, and click “Join”.

Join by Telephone If

- You do not have a microphone or speaker on your computer
- You do not have a smartphone
- You cannot connect to a network for video or computer audio.

To Join by Telephone

- Call (253) 215-8782
- Enter the Zoom Meeting ID followed by # symbol.

Phone Controls:

***6** – mute/unmute

***9** - Raise hand

Before Your Hearing, Get Prepared

- Make sure you have a good Internet connection
- 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 and dress appropriately.
- 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.
- Do not use the chat unless you are having audio issues and need to let the Court know.
- Mute your microphone unless you are asked to speak.

Observer

- If you are not a party to a case, then you are required to identify yourself by renaming yourself to Observer.

DO NOT RECORD ANY COURT HEARINGS WITHOUT PERMISSION OF THE COURT IN THE HEARING

The Court keeps a record of all proceedings. You can order transcripts or copies of the hearing from the Court. More information can be found on the Court's Website: <https://www.thurstoncountywa.gov/departments/superior-court/court-services/ordering-copies-electronic-recorded-hearings-and-transcripts-proceedings>