

# THURSTON COUNTY SUPERIOR COURT REMOTE HEARING ACCESS - MAIN CAMPUS

## GENERAL INFORMATION

Thurston County Superior Court is utilizing the Zoom platform for conducting some calendars. The Court remains open to the public; however, parties and lawyers should appear via Zoom or telephonically *on authorized calendars* listed below unless impossible to do so.

**If it is not possible for you to appear by Zoom or phone, then you must appear in court located at 2000 Lakeridge Drive SW, Building 2, Olympia, Washington 98502.**

During the remote hearing, you will be present in open court and must act as if you were physically present in the courtroom.

**The court makes a record of all hearings. You may not record any part of any hearing without permission of the court at the hearing.**

Your demeanor and surroundings (including background) should reflect the serious nature of court proceedings.

- Dress appropriately.
- Mute your microphone unless you are asked to speak or have a question.
- Avoid all distractions (movement, other people, food, phones etc.).
- **Do not use the chat function** unless you are having audio difficulties and need to advise that you cannot hear or that you are not being heard when you speak.

If you are a defendant and you are not present via Zoom or in person when your case is called, the Court may strike the hearing, find you have failed to appear, and/or authorize a warrant for your arrest.

Zoom also has a number of help articles and video tutorials available [HERE](#). Please be sure to test your connection and audio well in advance of your hearing. You can join a test meeting at: <https://zoom.us/test>. First-time users may be prompted to download the Zoom software and should plan accordingly.

**IF YOU WOULD LIKE TO JOIN THE CALENDAR AS AN OBSERVER VIA ZOOM:**

- Identify yourself as an observer when logging in (i.e. OBSERVER). This can be done by re-naming yourself once you have joined via Zoom.
- All audio and video are to be turned off for the duration of the calendar.
- Inappropriate or disruptive behavior by an observer may result in the observer's immediate removal from the Zoom hearing.

## **ZOOM HEARING INSTRUCTIONS**

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 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>.

### Steps:

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”. Your **Zoom Meeting ID** number is listed below.
4. Join the hearing 10 minutes before the start time. You will enter a remote waiting room. Before the start of your hearing, you will be admitted into the remote hearing. There may be delays, and your hearing may not start on time. Please be patient.

<b>Criminal Calendars</b>	<b>Zoom Meeting ID</b>
In-Custody Competency Hearing	869 5020 2647 #
In-Custody Arraignments	825 5412 0752 #
Drug Court	929 097 5249 #

If you are unable to join via Zoom, you may join by telephone.

## **TELEPHONIC HEARING INSTRUCTIONS**

### Steps:

1. Call 1(253)215-8782.
2. Enter the assigned **Zoom Meeting ID** number from the charts above.
3. Phone Controls:
  - \*6 - Toggle mute/unmute
  - \*9 - Raise hand