

Important Instructions for Your Protection Order Hearing

1. The time, date and location of your hearing is found in the upper right-hand section on page one of your temporary order. At the time that your hearing is scheduled, the court will briefly determine the order of the cases that will be heard and will try to give you an estimate of when your hearing will occur. If you are not present when your case is called, your petition will likely be dismissed if you are the petitioner (the person that filed the case). If you are the respondent (the person who did not file the case) then the court may grant the petition in your absence if you were properly served.

2. You may appear in person for your hearing. If you are unable to appear in person, you may appear by Zoom on a tablet, computer, or smartphone (download the free Zoom app on your device prior to the hearing).

The Zoom Meeting ID and Passcode information can be found in your temporary order.

You may also appear by phone by simply calling one of the following toll-free numbers and when indicated, input the Meeting ID number provided in your temporary order.

888-475-4499 833-548-0276 833-548-0282

Additional instructions for appearing by Zoom are contained on page 2 of this document.

3. If you appear by Zoom or phone, it will be your responsibility to make sure you do so from a location where your connection is reliable, and that the equipment you utilize has a good microphone so that you can be heard in court.

4. If you are unable to attend your hearing remotely because of technological difficulties, you must communicate that inability prior to the hearing. You may contact the court for this purpose by sending an email to ProtectionOrders@clallamcountywa.gov or you may call (360) 417-2386. Please include your name, the date, and the time your case is scheduled for hearing. This email and phone number are not to be utilized for requesting a continuance or informing the court that you are unable to make the scheduled hearing for some reason other than issues with remote access or other technological difficulties.

5. The petitioner may check on whether the petition and temporary protection order has been served by calling 1-877-242-4055 or going to registervpo.com for the public registration website for VINE. This free service provides notifications by text message, email, or phone about changes in the service status of a protective order. You will need your case number (found in the upper right section of page one of your order) that is issued from Clallam County, the respondent's name, and your four-digit personal identification number (PIN). This four-digit PIN is created by you when you register. When you create your PIN, the first digit should not be a zero.

6. If, at your hearing, you will ask the court to consider any information on your phone (i.e. text, email, photograph), you will need to provide two printed copies of that information to court (a copy for the court and a copy for the other party). If appearing remotely two hard copies must be provided to the court prior to the hearing.

7. Restraining orders in the State of Washington are governed by the sections contained in RCW 7.105. That law can be accessed by logging on to <https://apps.leg.wa.gov/rcw/>

8. When appearing at the hearing by Zoom, do the following:

- a. Mute your microphone / video until your case is called (look for the microphone icon if you joined by an electronic device, or push *6 to mute and unmute if you joined by phone).
- b. Do not speak until invited by the judicial officer to do so.
- c. Eliminate all background noise.
- d. When your case is called, turn your video on (unless you joined through the toll-free number) and remain in one spot (that has good reception) during your hearing (i.e. not walking around the house, not travelling in a car, etc.).
- e. When your video is on, act as though you are in open court. Dress appropriately; refrain from smoking, vaping, or changing clothes; and avoid inappropriate distractions occurring in the background.
- f. Ensure that your device is fully charged prior to the hearing.
- g. If you get dropped from the meeting, just sign back in. If the court gets dropped from the meeting, just stay signed in and the court will rejoin the meeting.
- h. **You may not record or live-stream any hearing.**