

## Notice to Court Administration of Approved Remote Appearance

Complete this form and email it to [superiorcourtadmin@co.skagit.wa.us](mailto:superiorcourtadmin@co.skagit.wa.us) to notify Court Administration of an approved remote appearance 2 days in advance of each hearing to ensure a Zoom line is set up and staffed, and to obtain log-in information. Please note that remote appearances must be approved by court order, except in limited circumstances: [Zoom Authorized Uses Summary](#).

Please provide the following details of the hearing for which remote appearance has been approved:

1. Date of Hearing \_\_\_\_\_
2. Time of Hearing \_\_\_\_\_
3. Case Number \_\_\_\_\_
4. Name of Approved Zoom Participant  
\_\_\_\_\_
5. Role of Approved Zoom Participant (e.g. Petitioner, defendant, defense counsel, etc.)  
\_\_\_\_\_
6. Date of Order Approving Remote Appearance \_\_\_\_\_
7. Email address where you would like log-in information sent  
\_\_\_\_\_