



## Notice of Remote Appearance

The District of Montana utilizes Zoom for video appearances. The link you receive will include the audio and video dial-in information.

To appear remotely for a hearing, please complete the information below and choose the method by which you will be appearing. The Clerk's Office will email the ZOOM link the afternoon of the business day before the hearing. Please join the ZOOM meeting at least 10 minutes before the hearing is scheduled to start to allow the clerk time to admit all participants and take a visual roll call.

If any witnesses will appear remotely, they should be listed on this form and additional information will need to be filed in the case pursuant to Mont. LBR 5074-1(g).

Please review Mont. LBR 5072-1 Remote Appearance Conduct prior to participating in a hearing via ZOOM.

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Hearing Date: \_\_\_\_\_ Hearing Time: \_\_\_\_\_

Hearing Location: \_\_\_\_\_

Please list **ALL** case number(s) for this court date in which you will appear remotely, the name(s) of all individual(s) appearing remotely, and their role in each case: \_\_\_\_\_

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Appearing by:            Video            Audio

Email for Zoom Link: \_\_\_\_\_

The Clerk's Office will not send the link to represented parties or witnesses. Counsel is responsible for forwarding the link to their clients and witnesses. Self-represented, or pro se parties are responsible for forwarding the Zoom link to their witnesses.

Email the completed form to: [mtb\\_ca@mtb.uscourts.gov](mailto:mtb_ca@mtb.uscourts.gov).

**The subject line of the email must read: Notice of Remote Appearance on MM/DD/YY at [name of city],** or the email may be overlooked by the Clerk's Office.