

**SANTA CLARA COUNTY SUPERIOR COURT
ANNOUNCES
NEW PROCEDURE FOR
TELEPHONIC APPEARANCES**

Effective March 1, 2005, CourtCall, LLC will serve as the provider of telephonic court appearance services for the Santa Clara County Superior Court. Generally, participating Departments will allow use of CourtCall to conduct telephonic appearances for a case management conference, trial setting conference, or at a hearing for dismissal review, arbitration or mediation status review, law and motion, and discovery matters. A telephonic appearance is voluntary and may be made without consent of the other party.

A party may make a telephonic appearance by serving and submitting to CourtCall a 'Request for CourtCall Telephonic Appearance' form and paying a fee of \$50.00 for each appearance **NOT LESS THAN FIVE (5) COURT DAYS PRIOR TO THE HEARING DATE**. Request forms may be obtained by calling the Program Administrator, **CourtCall, LLC at (310) 342-0888 or (888) 88-COURT**. For information about CourtCall, please call CourtCall, not the participating Departments.

Telephonic appearances are conducted in accordance with California Rule of Court 298, and proposed Local Civil Rule 8 which follows.

A telephonic appearance is made as part of the Court's regular calendar and all parties who have timely submitted their request form and paid the fee may appear by dialing the Department's dedicated **toll free teleconference number and access code, which will be provided by CourtCall on the confirmation faxed to them**. It is each party's responsibility to call the assigned number at least five minutes before the scheduled hearing – **CourtCall does not call lawyers to join a call**.