**Superior Court of Washington, Thurston County**

**Family and Juvenile Court**

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| Petitioner:    Respondent: | Case No.  **Notice of Orientation**  (NTHG) |

**To the County Clerk and all parties:**

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| 1. This case is scheduled for Orientation on:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (date) at 12:00 p.m.  **Orientation will take place by Zoom- Meeting ID: 837-2088-7594**  See section six for instructions on how to appear by Zoom.  🡪 Please see the Orientation Schedule for dates available which can be found at: <https://www.thurstoncountywa.gov/departments/superior-court/self-represented-party/family-law-orientation> .  🡪 You need to schedule orientation at least six court days ahead of time. |
| 2. Information about the Orientation Program  **For Petitioner**: You must schedule and go to orientation when you file a case involving children. Schedule the orientation within 30 days of filing the case. Give a copy to the respondent and show you served the respondent by filling out page two of this notice.  **For Both Parties***:* Orientation includes   * Information about what to expect with the court process; * A discussion of the mandatory parenting seminar and information about how to attend one; * A video presentation on mandatory mediation.   Both parties must attend orientation, but they can go to different sessions. The parties should go to different sessions if there is a protection order or any concerns about domestic violence.  Is there currently or has there ever been a protection order between you and the other party?  Yes  No.  If you want to speak to someone about the situation please call the Domestic Violence Case Coordinator at (360) 709-3263. |

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| **3. Declaration of Service** | **4. Person Scheduling Orientation** |
| I declare that on \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_,20\_\_\_\_,  I  deposited in the United States mail,  delivered through a legal messenger service,  personally delivered, a copy of this notice of hearing, the motion, and all paperwork filed along with the motion, to all people listed below in section 6.  **I declare under penalty of perjury under the laws of Washington State that the foregoing is true and correct.**  Signed at\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(City)  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (State)  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Date signed)  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(Signature)  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(Printed name) | Petitioner  Respondent  Other:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Sign:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Print Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  WSBA # \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(if attorney)  Address:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  City/State/Zip:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Telephone:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Email (required):\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| **5. Names and Contact Information for Everyone Notified of Orientation** | |
| Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Attorney for:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  WSBA #:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Address:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Email:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Telephone:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Attorney for:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  WSBA #:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Address:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Email:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Telephone:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Attorney for:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  WSBA #:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Address:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Email:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Telephone:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Attach more papers if needed. | Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Attorney for:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  WSBA #:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Address:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Email:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Telephone:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

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| **6. Instructions for Appearing by Zoom** |
| **Joining by Computer or Smartphone**   * Go to <https://zoom.us> or download the free app to your phone or device. * You will need the Zoom meeting ID for the hearing which could be found in section 3. * Once on Zoom click “Join a Meeting”, enter the Zoom meeting ID, and click “Join”.   **Join by Telephone If**   * You do not have a microphone or speaker on your computer * You do not have a smartphone * You cannot connect to a network for video or computer audio.   **Phone Controls**:  **\*6** – mute/unmute  **\*9** - Raise hand  **To Join by Telephone**   * Call (253) 215-8782 * Enter the Zoom Meeting ID followed by # symbol.   **Before Your Hearing, Get Prepared**   * Make sure you have a good Internet connection * Make sure your screen name is your first and last name. * No profile picture/photo is allowed. * Remember that you are still appearing in court and should act and dress appropriately. * Use earbuds or headphones if you can. This frees up your hands and improves sound quality. * Find a quiet place where no one will interrupt you. * Do not use the chat unless you are having audio issues and need to let the Court know. * Mute your microphone unless you are asked to speak.   **Observer**   * If you are not a party to a case, then you are required to identify yourself by renaming yourself to Observer.   **DO NOT RECORD ANY COURT HEARINGS WITHOUT PERMISSION OF THE COURT IN THE HEARING**  The Court keeps a record of all proceedings. You can order transcripts or copies of the hearing from the Court. More information can be found on the Court’s Website: <https://www.thurstoncountywa.gov/departments/superior-court/court-services/ordering-copies-electronic-recorded-hearings-and-transcripts-proceedings> |