

## FIFTH CIRCUIT REMOTE HEARINGS INFORMATION

| <u>QUESTIONS ON REMOTE HEARINGS:</u>  | <u>CIRCUIT COURT</u>   | <u>DISTRICT COURT</u>   | <u>FAMILY COURT</u>   |
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| <i>No reoccurring Zoom meeting IDs</i>  | If remote hearing is approved, courtroom staff will provide meeting information to requestor.  | If remote hearing is approved, courtroom staff will provide meeting information to requestor.   | If remote hearing is approved, courtroom staff will provide meeting information to requestor.   |
| What are the steps for an attorney or self-represented party to request a remote hearing in your circuit? | <ul style="list-style-type: none"> <li>- No form utilized to set a remote hearing.</li> <li>- On the record, Judge will order if hearings will be done remotely or not. If party requests during the hearing, court staff will provide the Zoom meeting number directly to the requestor. If all parties are to appear via Zoom, meeting information is provided via e-mail to all parties of the case.</li> </ul> | <ul style="list-style-type: none"> <li>- No form utilized to set a remote hearing.</li> </ul> <p><b>Traffic/Criminal:</b> Requests may come in via e-mail at <a href="mailto:legaldocs.5DC@courts.hawaii.gov">legaldocs.5DC@courts.hawaii.gov</a> to the DC Court Clerks. The same clerks attend to requests, providing meeting information for parties attending remotely. Attorney is to make request for their client (and or themselves) and provide meeting information to their client if granted.</p> <p><b>District Court Civil:</b> Requests may come in via e-mail at <a href="mailto:legaldocs.5DC@courts.hawaii.gov">legaldocs.5DC@courts.hawaii.gov</a>. DC Civil clerk will forward request to Courtroom for Judge review/approval. If approved, courtroom staff provide meeting information to requestor. Attorney is to make request for their client (and or themselves) and provide meeting information to their client if granted.</p> | <ul style="list-style-type: none"> <li>- No form utilized to set a remote hearing.</li> <li>- Currently, all requests for remote hearings are submitted in writing via e-mail. Judge will review reason and if approved, court staff will be provided meeting information to requestor. Attorney is to make request for their client (and or themselves) and provide meeting information to their client if granted.</li> <li>- Pro Se or Self Represented Litigants may email the Court via email at <a href="mailto:legaldocs.5CC@courts.hawaii.gov">legaldocs.5CC@courts.hawaii.gov</a>. The Legal Document Section will forward the email to appropriate Courtroom for review. If approved, courtroom staff will provide meeting information to requestor.</li> <li>- Court asks all parties to request 72 hours in advance of hearing to attend hearing remotely.</li> </ul> |



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| <p>Which hearings are automatically set for remote hearings?</p>  | <ul style="list-style-type: none"> <li>- Hearings that involve an inmate, Hawaii State Hospital attendees, the party will attend remotely. When KCCC /KPD is not cleared to be transport, the facility will communicate to the Courts and defendant appears remotely.</li> <li>- For some courtrooms, Pretrial Conferences are held by Zoom only.</li> </ul> | <ul style="list-style-type: none"> <li>- Hearings that involve an inmate, Hawaii State Hospital attendees, the party will attend remotely. When KCCC /KPD is not cleared to be transport, the facility will communicate to the Courts and defendant appears remotely.</li> <li>- For some courtrooms, Pretrial Conferences are held by Zoom only.</li> </ul> | <ul style="list-style-type: none"> <li>- Hearings that involve an inmate, Hawaii State Hospital attendees, the party will attend remotely. When KCCC /KPD is not cleared to be transport, the facility will communicate to the Courts and defendant appears remotely.</li> <li>- For some courtrooms, Pretrial Conferences are held by Zoom only.</li> </ul> |
| <p>If a hearing is set for remote, what does one need to do if he/she would like to attend in person?</p> | <p>Yes, they can attend in person and is not required to give notice. Chambers may ask for a courtesy notice from Attorneys.</p>   | <p>Yes, they can attend in person and is not required to give notice. Chambers may ask for a courtesy notice from Attorneys.</p>   | <p>Yes, they can attend in person and is not required to give notice. Chambers may ask for a courtesy notice from Attorneys.</p>   |

*For additional and current COVID-19 information, please see: <https://www.courts.state.hi.us/covid-19-information-page>*