

Jefferson Circuit Division Six (6)

Effective January 3, 2023

Circuit Court Division 6 will transition all remote appearances to a **ZOOM** platform, as opposed to utilizing the conference call line. **Any remote appearances** from that date forward shall be via **Zoom**. Each person appearing by Zoom shall join the meeting with their name and case number displayed.

ZOOM

Video Login Information:

Meeting ID: 848 6700 3558

or

<https://us02web.zoom.us/j/84867003558>

Telephonic:

Phone #: 1-646-931-3860

Meeting ID: 848 6700 3558

(no participant ID required)

MOTION HOUR

Mondays

Criminal (11:00 am) / Civil (11:15 am)

All ***in-custody*** criminal matters, including arraignment, will be ***in person***. For ***out-of-custody*** criminal matters and ***civil*** matters, parties are welcome to attend remotely, however, *arraignments*, *bond hearings*, and *revocation actions* shall always be ***in person***.

- All motions shall contain the ZOOM meeting ID and ZOOM call in number in the notice whether attending in person or remotely.
- All parties joining the ZOOM meeting shall be on **MUTE** while waiting for your case to be called by the judge.
- Motions with *pro se* litigants shall include the litigants telephone number and email address.

HEARINGS AND OTHER MATTERS

In-custody criminal clients shall always appear ***in person***. ***Out-of-custody*** criminal clients are welcome to attend remotely for *pretrial conferences*. *Arraignments*, *bond hearings*, and *revocation actions* shall always be ***in person***. Requests for out-of-custody defendants to appear remotely in all other proceedings must be approved by the Court prior to the court date.