

## SMALL CLAIMS REMOTE HEARING – VIDEO APPEARANCE

<u>Important message</u>: Parties are encouraged to appear for the initial trial hearing by video for your convenience. Unless the court orders otherwise, all Small Claims trials will initially be set for a remote evidentiary hearing to assess notice, opposition, trial readiness, technical capabilities to conduct a remote small claims trial, and to hear default prove-ups. Contested Small Claims trials will take place on a later date.

<u>Remote appearance</u>: Remote appearance will be conducted via Zoom. Point the camera on your device onto the QR Code to make your appearance. <a href="https://acikiosk.azurewegsites.us/advisement?dept+CM02">https://acikiosk.azurewegsites.us/advisement?dept+CM02</a>



<u>Evidence for remote hearing</u>: All evidence must be submitted electronically to the court's online Electronic Evidence Portal. Point the camera on your device onto the QR Code to upload your evidence. If you need technical assistance with the portal, please call the Remote Hearing Assistance line: 657-622-8513. <a href="https://www.occourts.org/online-services/electronic-evidence-portal">https://www.occourts.org/online-services/electronic-evidence-portal</a>.



<u>Interpreter</u>: For litigants seeking interpreter services, you may file from INT-300 Request for Interpreter (Civil) prior to your hearing date. This act does not guarantee the court will have an interpreter available as state law specifies case type priority. It's highly recommended that you appear with another person who may be able to translate on your behalf if needed.

## Note:

- 1. The Costa Mesa Justice Complex is located at: 3390 Harbor Blvd., Costa Mesa, CA 92626.
- 2. If your case involves the SC-500 Plaintiff's Claim and Order regarding COVID-19 rental debt, the case is sealed. Please call our Remote Hearing Assistance line **1 to 3 business days prior to your hearing**: 657-622-8513. The assistance line is available Monday-Friday 8:00 AM-12:00 PM and 1:30 PM-4:00 PM.
- Parties should review Local Rule 375 Remote and In-Person Proceedings for Civil for additional appearance information. Point the camera on your device onto the QR Code to review Rule 375. <a href="https://www.occourts.org/system/files/hr/div3.pdf">https://www.occourts.org/system/files/hr/div3.pdf</a>.

