

**MOTION FOR REMOTE HEARING-
CRIMINAL and CIVIL CASES ONLY**

rev. 07/29/2020

Case No. _____

Page: 1 of ____

Arlington County and City of Falls Church General District Court

- It is not necessary for a party to obtain the agreement of any other party to bring a pre-trial motion.
- It is the responsibility of the requesting party to ensure that all parties and witnesses have the ability to connect in the manner requested.
- The requesting party shall provide a Certificate of Service of page 1 of this Motion to the opposing party or counsel.

Case Names:

Petitioner/Plaintiff

Defendant/Respondent

Address

Address

Address

Address

Telephone Number

Telephone Number

Hearing Date/Time: _____

Hearing Type (Ex. Motion to Continue; Civil Return; Trial): _____

Remote Mechanism Requested: Web Ex Telephone. A telephone hearing will be scheduled through the WebEx Application

Reason for remote hearing request: _____

of Parties, Attorneys, and Witnesses appearing remotely (Number should correspond with number identified on attached addendum(s): _____

Evidence to be presented: None Documents Pictures Objects _____

Any evidence, documents or exhibits to be introduced during a telephone or video hearing shall be exchanged between the parties or their counsel and filed with the court, at least, five (5) business days before the hearing. The exhibits filed with the court shall be filed under seal. The court will unseal and review the exhibit only after it has been admitted into evidence.

Interpreter/Other Special Needs: None Yes - Language:

Requesting Party: _____ Petitioner/Plaintiff Defendant/Respondent
Attorney Self-represented

COURT USE ONLY

ORDER

Granted Denied Denied without prejudice: _____

Judge _____ Entered _____

Contact Information for ALL Remote Participants

MOTION FOR REMOTE HEARING-Addendum

Case No. _____

Arlington and Falls Church GDC- rev. 07/29/2020

Page: ____ of ____

Witness Other _____

Name _____

Address _____

Phone _____

Email _____

Witness Other _____

Name _____

Address _____

Phone _____

Email _____

Witness Other _____

Name _____

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CONFIDENTIAL INFORMATION – PLACE IN SEALED ENVELOPE