

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

rev. 11/18/2020

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:      Teams

Telephone. A telephone hearing will be scheduled through the Teams 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. 11/18/2020

Page: \_\_\_\_ of \_\_\_\_

Witness    Other \_\_\_\_\_

Name \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_

Phone \_\_\_\_\_

Email \_\_\_\_\_

Witness    Other \_\_\_\_\_

Name \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_

Phone \_\_\_\_\_

Email \_\_\_\_\_

Witness    Other \_\_\_\_\_

Name \_\_\_\_\_

Address \_\_\_\_\_

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Phone \_\_\_\_\_

Email \_\_\_\_\_

Witness    Other \_\_\_\_\_

Name \_\_\_\_\_

Address \_\_\_\_\_

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Phone \_\_\_\_\_

Email \_\_\_\_\_

Witness    Other \_\_\_\_\_

Name \_\_\_\_\_

Address \_\_\_\_\_

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Phone \_\_\_\_\_

Email \_\_\_\_\_

Witness    Other \_\_\_\_\_

Name \_\_\_\_\_

Address \_\_\_\_\_

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Phone \_\_\_\_\_

Email \_\_\_\_\_

Witness    Other \_\_\_\_\_

Name \_\_\_\_\_

Address \_\_\_\_\_

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Phone \_\_\_\_\_

Email \_\_\_\_\_

Witness    Other \_\_\_\_\_

Name \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_

Phone \_\_\_\_\_

Email \_\_\_\_\_

**CONFIDENTIAL INFORMATION – PLACE IN SEALED ENVELOPE**