

NOTICE CONCERNING COURT HEARINGS CONDUCTED BY TELEPHONE

In accordance with the court's Amended General Order 20-03, starting March 23, 2020 all court hearings will be conducted telephonically using the service provided by CourtSolutions.

To participate in a hearing, you must register for the specific hearing date by contacting CourtSolutions at www.Court-Solutions.com or (917) 746-7476.

- All questions about CourtSolutions should be directed to info@Court-Solutions.com.
- Advance chambers approval is not required to participate telephonically.
- There is a fee to use CourtSolutions, but the service is free to pro se parties, pro bono and legal aid attorneys and all trustees.

Rules for participating telephonically:

1. You may *not* use a speaker phone or call from a public place. Background noise is prohibited. If you disrupt a hearing with background noise, the court may mute you or terminate your participation.
2. You *must* place your phone on "mute" when you are not addressing the court.
3. Remember that the practices observed in the courtroom are even more important during telephonic hearings. You *must* (a) say your name slowly and distinctly, (b) speak slowly at all times, and (c) make every effort not to interrupt others.