



MANDATORY TELEPHONIC HEARING GUIDELINES

In order to protect public safety, and prevent the spread of the coronavirus (COVID-19), the Court has implemented the following procedures for telephonic hearings. Unless otherwise directed by the specific Judge, all hearings will be held telephonically. Using this AT&T system is at no cost to the parties or the public.

NOTE: Pursuant to Judicial Conference policy, no external recordings of these hearings may be made.

Dial-In Procedures for the AT&T Reservation-less Conference Call System

- **Using a landline**, dial the appropriate toll-free number shown on the list below; **no cell phones or speaker phones should be used**. This will improve the clarity of the call for all participants.
- Enter the access code associated with the toll-free number.
- Dial in at least 10 minutes before the hearing time. You will hear a message that the “host has not joined the call”. When the court is ready to proceed, the courtroom deputy will bring all participants into the call.
- Place all phones on mute. Under no circumstance should you place this call on hold. Remember no cell or speaker phones.
- The courtroom deputy will call each case.
- Each time you speak, identify yourself for the record.

Chief Judge Mann - Department 1

Dial-In Number: 888-363-4735

Access Code: 9131028

Judge Adler - Department 2

Dial-In Number: 866-434-5269

Access Code: 8111598

Judge Taylor - Department 3

Dial-In Number: 888-398-2342

Access Code: 9081287

Judge Latham - Department 5

Dial-In Number: 888-557-8511

Access Code: 7516966