

Instruction: If you do not have one telephone number that covers the entire period noted above, list all numbers and indicate the day and time to use them:

I am incarcerated at _____.
The procedure for calling me at this facility is: _____

Date	Signature	Print name		
Daytime Telephone Number	Mailing Address	City	State	ZIP
Email Address*	Residence Address	City	State	ZIP

* I authorize the court to email me court documents in this case to the email address above.

NOTICE OF HEARING (COURT USE ONLY):

A hearing on the above matter will be held:

Date and time: _____ Judge: _____

Location: _____

By Clerk: _____

ORDER ON REQUEST TO APPEAR BY TELEPHONE (COURT USE ONLY):

The request to participate by telephone is

DENIED.

GRANTED.

You must call **1-800-768-2983** at the scheduled hearing time. When prompted, enter access code: _____. You will be placed on hold until the "chairperson" joins the call. Stay on the line, your case may be delayed by other cases.

The court will call you at the telephone number provided above. You must be available to take the call for two hours after the scheduled hearing time because your case may be delayed by other cases.

Date	Judge
_____	_____
	Print Judge's Name

Clerk's Certificate of Distribution

I certify that on _____ a copy of this order was sent to:

Petitioner Respondent

By Clerk: _____