

## **Emergency Procedures Regarding Telephonic and Video Appearances in light of COVID-19**

*Judge Bluebond has adopted the following temporary emergency procedures to facilitate telephonic and video appearances.*

*These procedures will remain in effect until further notice:*

**A telephonic or video appearance will be allowed without prior Court approval (but you must notify the Court of your appearance) unless the matter is an evidentiary hearing at which the Court has agreed to admit oral testimony from, or cross-examination of, live witnesses.**

A written list of the matter(s) on which you will be making a telephonic/video appearance must be provided to the Court via email to [Chambers\\_SBluebond@cacb.uscourts.gov](mailto:Chambers_SBluebond@cacb.uscourts.gov) not later than 4 p.m. on the day prior to the hearing and must contain (i) the date, time and calendar number(s) of the hearing(s) in the subject line of the email and (ii) all of the following information within the body of the email:

- the name of the case and the bankruptcy case number (and adversary number, if applicable);
- the date and time of the hearing;
- the calendar number assigned to the matter (or, if a calendar number has not yet been assigned, then a statement so stating);
- who the party appearing by telephone or video represents; and
- contact information, including email address and telephone number.

**Please make the necessary arrangements for your telephonic appearance by calling CourtCall at (866) 582-6878.**

### **PLEASE NOTE THE FOLLOWING:**

1. PARTICIPANTS MUST REGISTER WITH COURTCALL IN TIME TO BE INCLUDED IN COURTCALL'S CALENDAR, WHICH IS TRANSMITTED TO THE COURT 24 HOURS PRIOR TO THE HEARING FOR VERIFICATION PURPOSES.
2. IF YOU DO NOT HAVE SUFFICIENT BANDWIDTH, COMPUTER MEMORY AND PROCESSING SPEEDS, YOU WILL NOT HAVE AN OPTIMAL EXPERIENCE.
3. DO NOT ATTEMPT TO TRANSMIT VIDEO AS PART OF A HEARING UNLESS YOU HAVE ALREADY TESTED YOUR BANDWIDTH AND COMPUTER FOR COURTCALL'S MINIMUM REQUIREMENTS.
4. DO NOT ATTEMPT TO PARTICIPATE VIA SPEAKERPHONE, AS THE SOUND QUALITY IS UNACCEPTABLE. YOU MUST USE A HANDSET OR A HEADSET TO PARTICIPATE REMOTELY.

5. DO NOT PARTICIPATE FROM AN OUTDOOR LOCATION OR FROM ANY OTHER LOCATION WITH SIGNIFICANT AMBIENT NOISE.
6. VIDEO THAT IS NOT PROPERLY TRANSMITTED WILL BE TERMINATED BY THE COURT AND YOUR PARTICIPATION WILL BE BY AUDIO ONLY. (Your additional payment of \$10.00 will not be refunded.)
7. IF YOUR AUDIO CONNECTION PRODUCES EXTRANEIOUS NOISE OR STATIC, YOUR LINE WILL BE MUTED AND, IF NECESSARY, DISCONNECTED. (Any fee that you paid to CourtCall for the appearance will not be refunded.)

Please remember to review CourtCall's procedures on etiquette.

**RECORDING OR RETRANSMISSION OF AUDIO OR VIDEO FROM THE COURTROOM IS STRICTLY PROHIBITED AND MAY SUBJECT OFFENDING PARTIES TO SANCTION OR OTHER PENALTIES.**