

TELEPHONIC APPEARANCES IN JUDGE WALLACE'S COURTROOM

CourtCall's Confirmed Telephonic Appearance Schedule (the "Confirmed List")

I. Prior Court Approval *Not* Required

In a departure from past practices and rules, prior Court approval is not required for telephonic appearances. The Court generally relies upon a list of telephonic appearances generated by CourtCall.

Attorneys and parties (the "Appearing Party") wishing to appear at a hearing telephonically (as distinguished from "Listen Only") are REQUIRED to contact CourtCall to arrange the telephonic appearance or *Listen Only*.

Several ways to reach CourtCall to schedule, cancel appearance or for general assistance	
Phone CourtCall during business hours	888-882-6878 (<i>toll free</i>); or 310-342-0888 4:30 a.m. –5:25 p.m. PT Monday through Friday
Visit website during business hours to webchat or text your request	courtcall.com
Online anytime	courtcall.com
Email request (if hearing date is at least 5 or more court days from today)	assist@courtcall.com

NO LATER THAN THREE (3) HOURS BEFORE THE HEARING. Contact CourtCall to register the telephonic appearance and add the Appearing Party's name and phone number to CourtCall's *Confirmed Telephonic Appearance Schedule* (the "Confirmed List"); otherwise, the Appearing Party's name and number likely will not be listed on Judge Wallace's copy of the Confirmed List on the date of the hearing.

FIFTEEN (15) MINUTES BEFORE THE HEARING. Phone CourtCall to connect Appearing Party's phone line to Judge Wallace's Courtroom (6C). After CourtCall has connected participating parties to Judge Wallace's Courtroom, callers will be put on hold while awaiting the hearing to begin.

II. Conduct During Telephonic Appearance

While holding for the hearing to begin, Appearing Party's phone should be put on mute to avoid interfering with other hearings in progress. Speaker phones are never allowed. No cell phones are allowed without a very good reason.

By appearing telephonically, you assume the risks of any and all technical problems that may occur during the call.

Procedures in place now and continuing until further notice.

As of 11/22/2021