

**TELEPHONIC APPEARANCE PROCEDURES  
FOR THE HON. SCOTT H. YUN**

**I. POLICIES GOVERNING TELEPHONIC APPEARANCES**

Telephonic appearances are allowed in all matters before Judge Yun without prior approval, *except* the following:

1. Trials and evidentiary hearings (all counsel and all witnesses must appear in person).
2. Chapter 11 initial status conferences (debtor's counsel must appear in person; other parties in interest may appear telephonically).
3. Adversary proceeding initial status conferences (all trial counsel must appear in person).
4. Adversary proceeding pretrial conferences (all trial counsel must appear in person).
5. Chapter 11 confirmation hearings (debtor, debtor's counsel, and all objecting parties, or their counsel, must appear in person).
6. Chapter 13 confirmation hearings (debtor and debtor's counsel must appear in person; objecting parties may appear telephonically)
7. Reaffirmation hearings (debtor and debtor's counsel must appear in person; other parties in interest may appear telephonically).
8. Any matter designated by the court as requiring a personal appearance.

All telephonic appearances must be arranged through CourtCall, an independent conference call company, under the procedures set forth in Sections II and III below. CourtCall charges a fee for telephonic appearances.

Before requesting a telephonic appearance, the individual appearing should check Judge Yun's calendar to review any tentative ruling concerning the matter by clicking on "Tentative Rulings" on the court's website ([www.cacb.uscourts.gov](http://www.cacb.uscourts.gov)). Each individual who appears telephonically will be expected to have reviewed and be familiar with the applicable tentative ruling.

**Please be aware that individuals making telephonic appearances do so at their own risk. Absent extraordinary circumstances, hearings will not be rescheduled due to missed connections or technical difficulties. If an individual schedules a telephonic appearance and then fails to respond to the call of a matter on calendar, the court may trail the matter, treat the failure to respond as an intent to accept the tentative ruling, or treat the failure to respond as a failure to appear. Scheduling simultaneous telephonic appearances in multiple courts does not excuse a failure to appear.**

**II. HOW TO ARRANGE A TELEPHONIC APPEARANCE**

An individual should arrange telephonic appearances by calling CourtCall, an independent conference call company, **no later than 3:00 pm the day prior to the hearing**. You may reach CourtCall at (866) 582-6878 or by going to [www.courtcall.com](http://www.courtcall.com).

If CourtCall is not able to accommodate an individual's late request, the individual will not be permitted to appear telephonically and must make a personal appearance in court.

### **III. PROCEDURE FOR TELEPHONIC APPEARANCE**

CourtCall will provide the individual appearing with written confirmation of a telephonic appearance and will provide a number to call to make the telephonic appearance. It is the individual's responsibility to dial into the call prior to the scheduled hearing. CourtCall does not place a call to those appearing. If you do not call and connect to the CourtCall operator in a timely manner, you will be billed for the call, the hearing may proceed in your absence, and the court may treat your absence as a failure to appear.

Telephonic appearances are connected directly with the courtroom's public address system and electronic recording equipment. Participants should be able to hear all parties without difficulty, echo, or other interference. **To ensure the quality of the record, the use of cellular phones is prohibited except in the most extreme emergencies. If an individual's cellular phone is causing any interference, the court may ask that individual to disconnect from the hearing and the individual will be deemed to have waived his or her appearance in the matter. Similarly, if a cellular phone disconnects during a hearing, the party appearing by cellular phone will be deemed to have waived his or her appearance.**

After you have placed your call to CourtCall you may initially be in the listening mode, in which case you will be able to hear the matters before yours just as if you were in the courtroom. After your call is connected to the courtroom, the judge will call the case, request appearances, and direct the manner in which the hearing proceeds. Generally, appearances in the courtroom will be taken first. Please wait for the courtroom appearances to be completed before speaking or making your own appearance. Each time you speak, you should identify yourself for the record. The court's teleconferencing system allows more than one speaker to be heard, so the judge can interrupt a speaker to ask a question or redirect the discussion. When the judge informs the participants that the hearing is completed, you may disconnect and the next case will be called.

### **IV. COMPLIANCE**

Telephonic appearances by multiple participants are only possible when there is compliance with every procedural requirement. Sanctions may be imposed when there is any deviation from the required procedures or the court determines that an individual's conduct makes telephonic appearances inappropriate. Sanctions may include dropping a matter from calendar, continuing the hearing, proceeding in the absence of an unavailable participant, monetary sanctions, or a permanent prohibition against an individual appearing telephonically.