

Notice to Witness Re: Testimony During Remote Hearing

To: [Witness Name]

Re: Notice Regarding Testimony During Remote Hearing

You are receiving this Notice as you are an anticipated witness in a remote (telephonic or video conference) hearing being conducted via Courtroom _____ before Judge _____ on [date/time] or because your testimony is anticipated to be solely by telephone or video conference. The Rule of Exclusion of witnesses is expected to be invoked during this proceeding, meaning you may not ‘enter the courtroom’—even electronically—before it is your time to testify. **Please wait for the lawyer coordinating your testimony to direct you to connect to the courtroom; please keep in mind that, even after you connect, you may be in an electronic ‘waiting room’ until the court admits you to the remote hearing.**

You are not permitted to discuss your testimony with anyone, except lawyers, until after the remote hearing has concluded in full. You are not permitted to listen to, read, or watch anything that would reveal what is happening in the courtroom; this includes text messages and social media. You are not permitted to view live-streaming video or audio coverage or content of the case, including testimony of other witnesses.

You **MUST** be alone during your testimony, in a quiet area where you will not be overheard or disturbed by others and in an area where you can ensure a good telephonic or video conference connection to the court. You **MUST NOT** use or reference any notes or any other items during your testimony unless that has been authorized by the court on the record.

If you have questions about this Notice, please first address them to the lawyer coordinating your testimony, and then to the court before your testimony begins. Please coordinate with the lawyer calling you as a witness to have advance notice, via email, text message, or otherwise, of the exact time you should plan to connect to the courtroom. Please be advised that the court may go over this Notice with you to ensure you can abide by it.