



Honorable Stephen L. Johnson Virtual Courtroom 9

ZOOM WEBINAR INFORMATION

Zoom training is available.

Please visit the Court's website at

<https://www.canb.uscourts.gov/procedure/live-zoom-webinar-hearing-training>

ZOOM PROCEDURES:

- All parties and Counsel who have filed papers in connection with a calendared matter: the Courtroom Deputy will email you an invitation to join the Zoom Webinar two (2) days prior to the hearing. Please make sure your email address is correct.
- Parties or Counsel who have not filed papers but wish to attend the hearing: Please contact the Courtroom Deputy no less than two (2) days prior to the hearing by email at anna_e_lee@canb.uscourts.gov to request an invitation to the Zoom Webinar. The Courtroom Deputy will email you an invitation prior to the hearing. They will attend in LISTEN-ONLY MODE.
- When signing into the Zoom Webinar, please enter **FIRST AND LAST NAME AND CASE NAME**.
- Please sign into the Zoom Webinar **15 minutes early**.
- Do not forward or share the Zoom Webinar invitation with anyone.
- All parties must wear business casual attire.
- Failure to timely follow these procedures may result in a party or counsel's appearance being waived.

PHONE PROCEDURES:

- Parties who dial-in via phone are in LISTEN-ONLY MODE, unless the court instructs otherwise.
- Attorneys and others intending to appear and be heard on matters on the calendar should **not** register with CourtCall as they had in the past.

IMPORTANT NOTICE TO THE MEDIA AND PUBLIC

Unless authorized by the Court, in accordance with the policy of the Judicial Conference of the United States, recording, retransmitting or otherwise copying or capturing any portion of the video or audio content during a hearing, trial or other proceeding taking place before the Court is prohibited.

A violation of this prohibition is subject to sanctions, including but not limited to removal of media credentials, restricted or denial of entry to future hearings, monetary sanctions, the suspension of electronic filing privileges or other sanction the Court deems. ¹

An official audio recording or written transcript of a hearing, trial or other proceeding may be available from the Clerk of Court or from PACER.

¹ The instructions for appearing by zoom can be found on the Bankruptcy Court's website: <https://www.canb.uscourts.gov/policy-and-procedure-appearances-televideoconference>