

	REQUEST FOR USE OF COMMUNICATION EQUIPMENT FOR COURT PROCEEDING (Civil, Domestic)	CASE NO.
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Court Address
212 E Paw Paw Street, Paw Paw, MI 49079

Court Telephone No.
(269) 657-8200

Plaintiff's Name
Plaintiff's Attorney, Bar No., Address & Telephone No.

v

Defendant's Name
Defendant's Attorney, Bar No., Address & Telephone No.

A party wanting to use communication equipment must submit a written request to the court at least 7 days before the day on which such equipment is sought to be used and serve a copy on the other parties unless good cause is shown to waive this requirement.

A request is made for use of:

- interactive video technology (IVT)
- telephone conferencing – reason for appearing telephonically: _____
- other: _____ for a scheduled event in this case.

Requesting Party: _____ Judge/Referee: _____

Event(s) Type(s): _____

Event(s) Date(s): _____ Event(s) Time(s): _____ A.M. P.M. (E.S.T)

Person(s) appearing via communication equipment: _____

Person appearing is incarcerated in prison: prisoner number: _____

If an incarcerated party has waived the right to be present and will appear by communication equipment, a Writ of Habeas Corpus must be prepared and filed with the court.

Person appearing is not incarcerated in prison. The connection/contact information is as follows:

I.P. Address (required for IVT): _____ Contact Person: _____

Phone: _____ Fax: _____

Email address: _____

I certify that I have served a copy of this request on the other parties.

Date: _____ Signature of requesting party: _____

Requesting party phone: _____ Email address: _____

For Court Use Only:

The use of communication equipment for the above-mentioned hearing is:

- Approved.
- Denied – for the following reason(s): _____

Signature of Judge / Referee

Date