





Find the Zoom information for the courtroom/department you are scheduled to appear in below. If you are unable to join by video you may join by phone by calling (669) 254-5252 and using the ID and Passcode provided.

| Courtroom | Case Type | Bench Officer | Details | Connection information |
|--------------|--|---------------------------------------|--|---|
| Department F | Criminal | Judge Howard |  | Meeting ID: 161 872 6369 Passcode: 967513 Zoom link Courtroom F 161 872 6369 passcode 967513 |
| Department J | Criminal | Judge Simmons |  | Meeting ID: 161 657 4827 Passcode: 721571 Zoom link Courtroom J 161 657 4827 passcode 721571 |
| Department K | Criminal | Judge Murphy |  | Meeting ID: 161 962 9014 Passcode: 892486 Zoom link Courtroom K 161 962 9014 passcode 892486 |
| Courtroom M | Criminal Misdemeanors & Veterans Treatment Court Held 1 st & 3 rd Tuesday each month | Rotating Judicial Officer as assigned |  | Meeting ID: 160 130 4646 Passcode: 098816 Zoom link Courtroom M 160 130 4646 passcode 098816 |
| Courtroom N | Criminal 8:30 a.m. Formerly known as "Video Arraignment" | N/A | N/A | Actual appearance required in person by defendant and or counsel for initial appearance, every appearance thereafter can be made via zoom. If there is no appearance made on behalf of the defendant, the matter will be added to the master calendar for the next day at 9:00 a.m. for issuance of a bench warrant. |

HOW TO PARTICIPATE IN A ZOOM COURT HEARING

Day of your hearing:

1. Dress in court appropriate clothing.
2. Fifteen minutes before your hearing: Go to a quiet and private place where you have a strong Wi-Fi, internet or cellular connection. Make sure your children are not present. Only witnesses, parties and their attorneys may participate.
3. At least five minutes before your hearing: Click the Zoom meeting link. Enter the meeting number and password. If the link does not work click "Join Meeting" in the Zoom app and type in the meeting number and password from the Zoom appearance information. If you have trouble connecting by video, you may join by telephone by calling the phone number on the Zoom email invitation. If you need help logging into the zoom meeting, please send an email, with your name and case number, to: videoappearance@marin.courts.ca.gov.
4. Properly identify yourself on Zoom. Hover your cursor over your name, then click the ellipses and click RENAME. A pop-up box will appear for you to enter your name to be displayed during the court session.
5. Once you are connected, you will be placed in a virtual waiting room. The judge may hear other cases before yours. You may have to wait awhile but stay ready. Mute yourself while you are waiting. If you are calling in on a phone, do not place the court on hold. When the judge tells you it's your turn, unmute yourself and follow the judge's instructions.
6. **During the hearing:**
 - a. Mute yourself when you are not speaking.
 - b. Raise your hand if you need to speak.
 - c. State your name before you speak.
 - d. Speak one at a time.
 - e. Do not interrupt.
 - f. Allow a pause between speakers.