



THE WARREN CIRCUIT COURT
Twenty-First Judicial Circuit
125 North Monroe Street, Suite 5
Williamsport, Indiana 47993-1162

HUNTER J. REECE, JUDGE
Karen A. Garing, Court Reporter
Barbara J. Taylor, Bailiff
Dianne Cotten, Court Administrator

Telephone: 765-762-3604
FAX: 765-764-1692

CONNECTING TO ZOOM FOR REMOTE HEARINGS

The Warren Circuit Court may, from time to time, conduct hearings remotely pursuant to Indiana Administrative Rule 14 and the powers permitted by the Indiana Supreme Court. The preferred platform to be used by this Court is Zoom. An attorney, litigant, or witness, must have permission from the Court to appear remotely and be provided with a Meeting ID and passcode from the Court Staff, then go to the Zoom website or download the Zoom app on your smartphone, tablet, or computer:

www.zoom.us/join

After you connect to the Zoom website for a remote hearing, enter your Meeting ID and Password on the website, you will be placed in a waiting room until the hearing starts. In order to connect to the video hearing, you will need audio and video access to the hearing. This requires an internet connection and webcam. Or, you will be able to connect to the audio via your computer or by calling in with a telephone to (312) 626-6799, then enter the Meeting ID and Password. If you have any documents or exhibits that need to be introduced as evidence at this hearing, they must be delivered to the Court Reporter before the hearing and served on opposing parties. Parties may e-mail or use the E-Serve option with a courtesy copy to the Court's email at court@warrencounty.in.gov. If you dial-in, press *6 to unmute/mute your line. Press *9 if you have a question for the Judge.

Parties are prohibited from recording and broadcastings the proceedings. If you have issues connecting to the hearing, contact the Court at (765) 762-3604.

For other helpful information, view the *Quick Links* on the court's website at:

www.warrencounty.in.gov/circuit-court

On our *Quick Links*, you will find: videos about [Representing Yourself in Court](#), [Support for Zoom Hearings](#), [Tips for Appearing in a Remote Hearing](#), and other helpful information.

If you only want to watch a public hearing, during times when access to the Courtroom is limited, you may do so from the Public Portal link found under *Quick Links* on our website.