

## 2.0 Instructions for **Henderson District Court Division II Probate Court**

Unless you have been instructed by the Court to appear in person, your Henderson District Probate Court appearance may be held remotely using the Zoom platform.

This means the hearing will be held virtually instead of in-person and you will attend by using a computer, tablet, smart phone (Android or iPhone) or by telephone (if you don't have a device or internet access).

**If you have internet access, you will join using the web version of Zoom or the Zoom app.**

To join online, go to <https://zoom.us> or download the app. Click on JOIN MEETING. The meeting ID is **899-421-0501** and the password is **42420**.

**If you do not have internet access, you can simply use your telephone. Call 312.626.6799.**

The meeting ID is **899-421-0501**, followed by #. Then enter the meeting passcode **42420**, followed by #.

The hearing will be recorded. Please dress appropriately for court and remove any distractions from your surroundings that could keep you or others in the courtroom from being able to pay attention. It is recommended that you test the technology before the hearing and that you "arrive" early. The Court is the host and will admit you to the virtual courtroom. Have a picture identification to show and any documents you will need. Also, be prepared to take note of information you will be given. Make sure your device has adequate charge.

If you are represented by an attorney, immediately let your attorney know you have received these instructions.

If you have difficulties joining the hearing, please call the Henderson District Judge's office at 270.826.4755. If you are directed to voicemail, leave your name, telephone number and the case number found on the accompanying notice (for example 22-P-00123). Your call will be returned.