**IN THE JUSTICE COURT OF THE STATE OF MONTANA  
IN AND FOR THE COUNTY OF CARTER  
BEFORE KATHLEEN “KATHY” ROSENCRANZ, JUSTICE OF THE PEACE  
214 PARK STREET, EKALAKA, MT 59324  
406-775-8754 FAX 406-775-8755**

**ZOOM CONDITIONS**

**Please read and initial after each sentence, after reading. Use Blue Ink, Only**

1. I understand that the Court does not have to allow Zoom, that it is at the discretion of the Court (46-7-101(2) MCA; 46-12-201 MCA and 46-12-210 MCA). This method has been approved by the Montana Supreme Court as Open Court. (46-12-201 MCA). However, it is always at the Court’s discretion. \_\_\_\_\_\_\_\_\_.
2. I understand that since it is an Open Court proceeding that all Court Etiquette applies. \_\_\_\_\_\_\_\_.
3. Turn off all phones, radio’s or anything that would make noise.
4. Make sure you are in a quiet place without people moving around.
5. No cigarettes, gum, or food during the proceedings.
6. Wear clothing appropriate for business, church, wedding. NO T-SHIRTS, NO REVEILING TOPS.
7. Set up your connection, with the Court, in advance.
8. Refer to the Judge as “Your Honor”.
9. Stand when the Judge and/or Jury enter or leave the room. Stand until the Judge instructs you to sit down.
10. Be on time.
11. Be polite and DO NOT interrupt.
12. BE PREPARED.
13. Since you will not be able to sign the documents required in a courtroom, you will need to be where you can receive an email or fax, you **MUST** be able to print these, sign them and email or fax them back to the Court. The Court also requires that you use a pen with blue ink, only. \_\_\_\_\_\_\_\_\_
14. I understand that the documents that I physically signed are the Originals

and must be mailed back to the Court. They will need to be in the Court File within 7 days. You may be found in Contempt of Court, with a fine of up to $500.00, your driver’s license suspended and/or an arrest warrant issued for failing to do so. \_\_\_\_\_\_\_\_

1. I understand that I **MUST** have any documents provided to me by the Court, that will be emailed the day before the appearance, in front of me at the time of any Zoom proceeding. \_\_\_\_\_\_\_\_
2. I understand that it is not the job of the Court to set up the Zoom connection, I **MUST** call the Clerk of Justice Court to arrange, set up, and test to make sure that my connection will work prior to the scheduled hearing. If your hearing is on Monday you need to set this up and confirm on the Thursday prior, if your hearing is on a Thursday you need to set it up and confirm on the Monday prior. \_\_\_\_\_\_\_\_\_\_
3. I understand that if I am representing myself that there will be documents that will have to be filed and it is my responsibility to obtain these documents and file them with the Court in a timely matter. It is not the job of the Court to provide these documents. \_\_\_\_\_\_\_\_\_
4. I understand that the Clerk of Justice Court and/or the Judge cannot give legal advice of any nature, at any time. \_\_\_\_\_\_\_
5. I understand that there are instances that the video does not work properly. If, a solution cannot be arranged within a relatively short time frame, I may have to appear in person in the Carter County Justice Court located at 314 Park St., Ekalaka, Montana, at a date set by the Court. \_\_\_\_\_\_\_\_\_
6. I UNDERSTAND THAT I MUST FOLLOW ALL ORDERS OF THE COURT, even if I do not agree with the ruling. \_\_\_\_\_\_\_\_\_\_\_\_

I have read, understood, and initialed all the conditions above.

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_ Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**FAILURE TO COMPLY WITH THESE CONDITIONS FOR THE USE OF JVN or ZOOM , WILL BE A FAILURE TO COMPLY** and you may be found in Contempt of Court, which has up to a $500.00 fine, loss of your driver’s license and/or could include jail time.

Once you have initialed every statement and signed and dated this document, you need to email or fax this document back to the Court as well as mailing this document original back to the Court Office. You cannot be seen by video until you get the original back to the Court.

Money Orders/Cashier Checks may be sent to:

Carter County Justice Court

214 Park St.

P.O. Box 72, Ekalaka, MT 59324

Email: Kamely.harkins@mt.gov

Phone: 406-775-8754 Fax: 406-775-8755

Online Payments may be made at: citepayusa.com/payments