

**Your case was transferred to Skagit County Superior Court.
Please review these instructions for how to file important
documents in your case and how to appear for court.**



Filing Documents in Superior Court

Although this case began in District Court, it has now been transferred to Superior Court for any future hearings. If you file documents for the judge to review before court, you must submit those to the Skagit County Clerk. You can submit them as follows:

In person: Skagit County Clerk 205 W. Kincaid St. Mount Vernon, WA 98273	Online through: https://skagitcountywa-self.govplatform.com or Visit the Clerk's website and follow the instructions for eSubmission.
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If you want the new case number, you may call the clerk at 360-416-1800.

Proof of service documents should also be filed into the Superior Court case.



Appearing in Superior Court

You may appear for your next court hearings in Skagit County Superior Court either in person or over video on Zoom. The court is located at:

205 W. Kincaid St.
Mount Vernon, WA 98273

The courtroom for Civil Protection Orders will be posted on the Daily Court Schedule, which is hanging at the entrances to the building and in front of each courtroom. You can also find it on our website: www.skagitcounty.net/Departments/SuperiorCourt

You also have the option to appear over video. If you want to appear remotely without video (over the phone only), you must request advance permission at least three days before the hearing by contacting:

Katharine Davies at 360-416-1207 or katharined@co.skagit.wa.us, or
Jennifer Slobom at 360-416-1219 or jslobom@co.skagit.wa.us



Remote Hearing Instructions

Before your hearing, get prepared

- Make sure you have a good Internet connection
- Download Zoom. Practice with the app so you feel comfortable.
- Make sure your screen name is your first and last name.
- Also make sure your profile photo and any backgrounds are appropriate for a court appearance. Virtual or blurred backgrounds are permitted as long as they are not distracting or inappropriate.
- Remember that you are still appearing in court and should act appropriately.
- Charge your computer or mobile device. If you are calling in by phone, make sure you have enough minutes.
- Use earbuds or headphones, if you can. This frees up your hands, and improves sound quality.
- Find a quiet place where no one will interrupt you.
- Have all your papers ready, including a list of what you want to say to the judge

Before your hearing starts, log on here:

<https://zoom.us/my/skagitsuperior5>
 Meeting ID: 853 613 9384
 Password: 366277


If you received advance permission to call into court for the hearing, you may use the same Meeting ID and Password by calling 253-215-8782.



What should I do if I have trouble logging on or calling in?

- Call Skagit County Superior Court Administration at 360-416-1200
- If the main line is busy, call Court Manager Katharine Davies at 360-416-1207 or Court Coordinator Jennifer Slobom at 360-416-1219.

All hearings are available in person. If you do not have reliable access to participate remotely, you must appear for court in person at Skagit County Superior Court.

	<p>Ask for an interpreter, if needed. Contact Superior Court Administration in person or directly to: Katharine Davies: 360-416-1207 (katharined@co.skagit.wa.us) or Jennifer Slobom: 360-416-1219 (jslobom@co.skagit.wa.us)</p>		<p>Ask for disability accommodation, if needed. Contact Superior Court Administration in person or directly to: Michelle Cook: 360-416-1206 (mjcook@co.skagit.wa.us) or Katharine Davies: 360-416-1207 (katharined@co.skagit.wa.us)</p>
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Ask for an interpreter or accommodation as soon as you can. Do not wait until the hearing!