

IN THE COURT OF COMMON PLEAS
DIVISION OF DOMESTIC RELATIONS
BUTLER COUNTY, OHIO

: CASE NO. \_\_\_\_\_

\_\_\_\_\_  
Plaintiff/First Petitioner

: JUDGE: \_\_\_\_\_

-vs-

: Request for Remote Appearance
AND Order for Remote Appearance

\_\_\_\_\_  
Defendant/Second Petitioner

\_\_\_\_\_, who is a party/attorney/witness/other: \_\_\_\_\_, requests to appear
by [ ] by telephone [ ] by video for the hearing set on \_\_\_\_\_ (date) at
\_\_\_\_\_ (time) before \_\_\_\_\_ (Name of Hearing Officer) for the
following reason(s):
\_\_\_\_\_.

All necessary contact information to appear remotely is as follows:

Telephone Number: \_\_\_\_\_ (Required if requesting to appear by Telephone)

Email Address: \_\_\_\_\_ (Required if requesting to appear by video conference).

Opposing counsel or party and any other party requiring notice and the opposing counsel or party were advised of this request and

- [ ] DO NOT OPPOSE appearance by telephone or video.
[ ] OPPOSE appearance by telephone or video because \_\_\_\_\_
[ ] WERE NOT AVAILABLE to discuss the request.

It is understood that the Hearing Officer may grant or deny the request, regardless of whether both parties agree. Unless granted, the requesting party is expected to attend the hearing in person.

The requesting party herein certifies that a copy of this Request has been served to all parties and counsel of record on
\_\_\_\_\_ (date) by \_\_\_\_\_ (method of service).

\_\_\_\_\_  
Plaintiff/Defendant/Attorney/Requesting Party

IT IS HEREBY ORDERED:

- [ ] \_\_\_\_\_ is permitted to appear by telephone as requested at the phone number listed herein.
[ ] \_\_\_\_\_ is permitted to appear via video conference as requested and the email provided shall be used..

In order to appear via video conference, all participating court parties must have a smart phone or computer with camera and audio capabilities. At the time of hearing, all participants must be dressed appropriately and be in a quiet place, without interruptions, noise, or distractions.

[ ] The request for to appear telephonically or via video conference is denied.

If a Magistrate has issued this Order, either party may appeal the Order by filing a Motion to Set Aside the Order within ten (10) days of the date this Order is filed. The pendency of a Motion to Set Aside the Order does not stay the effectiveness of this Order unless the Magistrate or Judge grants a stay.

\_\_\_\_\_  
Judge or Magistrate

**CERTIFICATE OF SERVICE**

I hereby certify that a copy of the within Entry was emailed OR mailed on \_\_\_\_\_, by U.S. regular mail to the following, at their respective residences or offices:

Plaintiff/1<sup>st</sup> Petitioner/Petitioner

Defendant/2<sup>nd</sup> Petitioner/Respondent

Attorney for Plaintiff/1<sup>st</sup> Petitioner/Petitioner

Attorney for Defendant/2<sup>nd</sup> Petitioner/Respondent

Other Party \_\_\_\_\_

Other Party \_\_\_\_\_

Other Attorney \_\_\_\_\_

Other Attorney \_\_\_\_\_

\_\_\_\_\_  
Court Officer/Deputy Clerk