

SUPERIOR COURT OF CALIFORNIA COUNTY OF LOS ANGELES	Reserved for Clerk's File Stamp
NOTICE OF REMOTE APPEARANCES AND EXCHANGE AND SUBMISSION OF EVIDENCE PROTOCOL	CASE NUMBER:

As a result of the COVID-19 pandemic Los Angeles Superior Court encourages remote appearances by audio or video for Small Claims cases beginning August 10, 2020, via LACourtConnect, pursuant to Standing Order 2020-SJ-015-00. Registration opens August 3, 2020. The fees to appear remotely are \$15.00 for audio and \$23.00 for video. Visit the website at <https://www.lacourt.org/lacc> to learn more and to register for a remote appearance.

Pursuant to California Code of Civil Procedure §116.520, parties in a Small Claims matter have the right to present evidence and witnesses at the hearing to support their respective positions. In order to facilitate remote appearances, the court has developed a protocol for the exchange of evidence between or among the parties and for submission to the court in advance of the hearing. See enclosed *LASC CIV 278 Exchange and Submission of Evidence (Small Claims)* form and *LASC CIV 279 Mailing Label*.

Evidence will be destroyed after the hearing unless the parties provide a self-addressed envelope with sufficient pre-paid postage at the time of the submission of the evidence.

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