

NOTICE

PROVINCIAL OFFENCES

Your court appearance will be by audio or video conferencing.

Do not attend the courthouse in person for your appearance.

This notice is to inform you that your court appearance in the attached summons will be held remotely by audio/video conferencing.

Please connect on the date indicated on the attached summons and at the time indicated in this Notice. Please follow the directions below to connect to the audio/video conference.

Here's how you can attend your court appearance:

by VIDEO	Link: https://zoom.us/join	Meeting ID: 890 3760 2041 Passcode: 972967
by TELEPHONE	Call (toll free): 1-855-703-8985	Meeting ID: 890 3760 2041 Passcode: 972967

Here is the schedule of when you should call in:

PROVINCIAL OFFENCES COURT		As scheduled
Time	Details / Tier	
9:15am to 12:00pm		
12:00pm to 1:00pm	Lunch (to be determined day of court)	
1:00pm onwards		

If you are connecting by video, please type in your first and last name when you connect. If you are connecting by phone, the Clerk will attempt to communicate with you to identify you.

While waiting for your matter to be heard please ensure to remain on mute and respect the decorum of the court. We ask you to be patient and wait for your matter to be addressed.

Once your matter has been addressed and concluded you will be provided with information regarding your next steps and you may disconnect from the Court.

If you or your representative are unable to connect remotely (e.g., you do not have a phone or would like to request a disability-related assistance or accommodation) please contact the Provincial Offences Court office prior to your appearance.

Cochrane, Kapuskasing, and Hearst Municipal and Provincial Offences Court Services

TEL: (705) 272-2538

FAX: (705) 272-3593

E-mail: melissa.johnson@cochraneontario.com