

Deptford Joint Municipal Court is inviting you to a scheduled ZOOM virtual court session.

Please read ALL of the following instructions carefully:

- Please be advised NO ONE is in the court office during court. No emails will be answered and no one is there to answer the phone. Please do not call any other departments as they will not be able to assist you.
- Please DO NOT “REPLY ALL” to the ZOOM invite
- Please be advised emails requesting “what case is this for” or “what time is my case scheduled” will not be answered. Please refer to the court notices that were sent via the mail.
- Please monitor your screen, you may be asked to join a break out room to discuss your case with a liaison PLEASE ACCEPT THIS INVITE. This will enable you to speak with either the prosecutor, public defender, interpreter or other court professionals. You may receive several invites depending on your case. Failing to accept the breakout room will delay your case.
- Please DO NOT ask for help while in the breakout rooms. You are in there to discuss your case and you will be spoken to when it is your turn. There are 50-100 people during the session that will be placed in rooms to speak with liaisons.
- The Judge will not be able to give you a total due for fines at the time of disposition. A time payment order will be mailed to you after court. You may call the court the day after your hearing for this information as well.
- Phone calls and emails will NOT be responded to during the court session. If you have difficulty logging in please call the court AFTER 2PM to discuss the status of your case. Failure to log in does NOT excuse you from court
- Regardless of your scheduled time, please log in at least 30 minutes prior to your scheduled time (the time indicated on the court notice that was mailed to you). Court is adjourned when the last case is disposed.
- IF YOU HAVE A PRIVATE ATTORNEY, you will NOT be placed in a waiting room. Your attorney will discuss your case with the prosecutor.
- IF YOU HAVE THE PUBLIC DEFENDER, you will be placed in waiting room to meet with him to discuss your case. You will be placed in his room to talk with him one at a time.
- *******When you log in, please enter your full name as it appears on your case AND connect to the audio. Failure to do either will result in a delay in your case being called and/or your removal from the ZOOM session if we are unable to communicate with you.*******
- If you CALL IN, only your phone number appears on the screen. Please listen for the moderator to call the last 3 digits of your phone number while asking you to unmute so you can be properly identified. If you are on a phone, *6 will unmute you
- If you log in without AUDIO connection, you will be removed from the session as we have no way of speaking with you. Please check your connection before logging back in.
- Your microphone will be muted. You may unmute yourself when your name is called.

- Please review the opening statement attached for your rights and the procedures in municipal court.
- Please be aware, this is an official court session that is being recorded and proper behavior must be followed.
- Should you have any questions regarding virtual court, please contact the Deptford Joint Municipal Court at 856-686-2230 PRIOR TO YOUR COURT DATE .
- Unless authorized in writing by the Assignment Judge, all electronic devices shall be powered off or maintained in silent mode prior to entering any courtroom, including virtual Courtrooms; and 2. The court may further restrict access to and/or use of electronic devices, including by requiring that cell phones and other devices are kept out of sight while court is in session, or that devices are powered off; and 3. A person who uses an electronic device to transmit, broadcast, record and/or take photographs of in person or virtual proceedings, without court approval and in willful violation of this policy may be held in contempt of court, in violation of R.1:10-1, and may be punished by a term of imprisonment not to exceed six (6) months or fine of up to \$1,000, pursuant to N.J.S.A. 2C:43-3 and N.J.S.A. 2C:43-8 and may be charged with a violation of N.J.S.A. 2C:29-9 (Criminal Contempt), as deemed appropriate by law enforcement. Further, any electronic device used in willful violation of this order may be subject to seizure and forfeiture pursuant to N.J.S.A. 2C:64-1;