MAGISTRATES COURT of TASMANIA

**Audio/Visual (Zoom) Conference Booking Request Form**

***(No audio fee will be charged until further notice)***

**Details of Matter:**

|  |  |  |  |
| --- | --- | --- | --- |
| **Parties Involved:** |  | **-v-** |  |
| **Matter Number:** |  | | |
| **Date of listing:** |  | | |
| **Magistrate:** |  | | |

**Lawyer’s Details:  Audio  Visual (Zoom)**

|  |  |
| --- | --- |
| **Name:** |  |
| **Direct land Line:** |  |
| **Direct Mobile:** |  |
| **Email Address:** |  |

**You or Your Client’s Details:  Audio  Visual (Zoom)**

|  |  |
| --- | --- |
| **Name:** |  |
| **Direct Land Line:** |  |
| **Direct Mobile:** |  |
| **Email Address:** |  |

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| **Reasons for requesting the Audio/Visual (Zoom) Conference Booking?** |
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**Important things to note:**

* Please ensure your phone can accept calls from a private number
* Your booking form is for the court file and your contact details will not be given to the other party.
* Fill in the Audio/Visual (Zoom) Booking Form and email it to the court **at least two days** before your court appearance so that you can appear by audio/visual (zoom) link.
* If you are unable to email the form, please telephone the relevant court registry on the number below.