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| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **APPEARANCE FORM** | | | | | | | | |
|  | | | | | | | | |
|  | | | | | | Court Reference: | |  |
|  | | | | | | | | |
| Case name: |  | | | | | | | |
| Hearing date: |  | | |  | | | | |
|  | | | | | | | | |
| Party representing: | |  | | | | | | |
| Practitioner’s name: | |  | | | | | | |
| Firm: | |  | | | | | | |
| Client participating: | |  | Yes |  | No | | | |
|  | | | | | | | | |
| **Please complete below if a remote hearing** | | | | | | | | |
|  | | | | | | | | |
|  | **Practitioner** | | | | | | **Party (if participating)** | |
| **Name:** |  | | | | | |  | |
| **Email:** |  | | | | | |  | |
| **Phone:** |  | | | | | |  | |
| **Device:** | Choose an item. | | | | | | Choose an item. | |
|  | | | | | | | | |
| The Court will email you a link to the hearing. Participants will be able to join the hearing 10 minutes before the scheduled time to ensure audio and video of each participant are working. | | | | | | | | |
| If you have not used Webex on your device, please visit [www.webex.com/test-meeting](http://www.webex.com/test-meeting) prior to the Court hearing to ensure your device is compatible. | | | | | | | | |
| It is recommended that you [download the Webex Meetings app](https://www.webex.com/downloads.html) for full functionality. | | | | | | | | |
| For further information and user guides, please visit the [Children’s Court website](https://www.childrenscourt.vic.gov.au/information-guides-and-policies/information-guides-and-factsheets). | | | | | | | | |