

IN THE COUNTY COURT OF THE THIRD JUDICIAL CIRCUIT
IN AND FOR SUWANNEE COUNTY, FLORIDA

Insert name of Plaintiff,

CASE NO. 61-insert case #

v.

Insert name of Defendant

_____ /

**NOTICE OF HEARING VIA VIDEOCONFERENCING OR TELEPHONIC
CONFERENCE (WITH NOTARY PRESENT)**

To:

YOU ARE HEAREBY NOTIFIED that the undersigned will call up insert matter(s) to be heard for hearing before the Honorable Jennifer Kuyrkendall Griffin on insert date and time via Zoom. This is the time for the parties to present all evidence, testimony, and witnesses. insert length of hearing. minutes have been reserved for your hearing.

VIDEOCONFERENCE APPEARANCES will be by Zoom. In order to attend your hearing via videoconferencing, you **MUST** have a computer with internet access and a webcam or a smartphone with video camera capability. In your browser, type the following address: insert URL provided to you for Zoom webinar five minutes before your hearing time. **Please note - your hearing will not start until the designated hearing time; you are to log on early to address technical difficulties. Once you log into Zoom, you must connect to audio and change your name to reflect the name associated with the case.**

PLEASE GOVERN YOURSELVES ACCORDINGLY

I HEREBY CERTIFY that a true and correct copy of the foregoing has been furnished using the Florida Court's E-Filing E-Portal, via U.S. Mail, and/or Electronic Mail in accordance with the corresponding addresses listed therein on this _____ day of _____, 202insert year. to the following:

Attorney Name/Signature block

If you are a person with a disability who needs an accommodation in order to participate in this proceeding, you are entitled, at no cost to you, to the provision of certain assistance. Please contact Court Administration, 173 NE Hernando Avenue, Room 408, Lake City, Florida 32055; (386)758-2163 or complete the ADA Request form located at <https://thirdcircuitfl.org/ada-accommodation-request/> at least 7 days before your scheduled court appearance, or immediately upon receiving this notification if the time before the scheduled appearance is less than 7 days; if you are hearing or voice impaired call 711.