



Quileute Tribal Council

• QUILEUTE INDIAN TRIBE •

Quileute Tribal Court
P.O. Box 69 • La Push, WA • 98350
(360) 374-4305 • Fax (360)-374-5275



FROM: William Gilbertson, Quileute Tribal Court Administrator
TO: All Individuals Appearing for Virtual Hearings
DATE: February 2, 2022
RE: Tribal Court Zoom Hearing Instructions

Please follow the instructions below for all Quileute Tribal Court Zoom hearings:

1. To join a hearing using a web browser:

- a. Download Zoom on your mobile device or go to <https://zoom.us/join> to join on a web browser.
- b. Enter Meeting ID 489 045 0105.
- c. You will be placed in the waiting room until your hearing is called.

2. To join a hearing using a telephone or cell phone:

- a. Dial 1-253-215-8782.
- b. Enter Meeting ID 489 045 0105.
- c. You will be placed in the waiting room until your hearing is called.

3. Participating in the hearing:

- a. Conduct yourself appropriately at all times just as you would in any courtroom.
- b. Do not drive during your Zoom hearing. You will not be allowed to participate in the hearing if you are driving or engaging in other unsafe behavior.
- c. Your location should be indoors, quiet, and have good lighting.
- d. Sit upright and face the camera throughout the hearing. Do not walk around or make unnecessary movements.
- e. Mute your audio until the Court calls your case.
- f. When your case is called, unmute your audio and turn your camera on so that the Court can clearly identify who you are.
- g. Do not wear hats, sunglasses, or other items that will block your face (mouth/nose masks are allowed).
- h. Wear appropriate attire (offensive clothing and nudity are prohibited).
- i. Do not record the audio or video of any Quileute Tribal Court Zoom hearing.
- j. Do not use offensive or obscene language/physical gestures.

4. Attorneys:

- a. Please provide your client with these instructions and/or direct your client to the Court's website to review these instructions online:
<https://quileutenation.org/court/law-and-order-codes/>.
- b. Immediately contact the Court Administrator via email or telephone if you or your client are having difficulty or are unable to log on to the Zoom hearing for any reason.