

**FAMILY LAW MANDATORY REMOTE HEARING
PROTOCOL FOR SUBMITTING EXHIBITS**

Parties scheduled for a family law remote hearing **MUST** submit to the Court their exhibits in advance by email.

1. Maximum of 15 exhibits per side (maximum 15 pages per exhibit).
 - a. If any submitted exhibit exceed these limitations, those exhibits (or those portions of the exhibit) will not be admitted as evidence.
2. All exhibits must be emailed to FamilyLawExhibits@occourts.org, at least 72 hours prior to the hearing.
 - a. **IMPORTANT:** Your email to the Court at the above address **MUST** have specific information in the SUBJECT line of the email. The email **MUST** include the Department with the case number, divided by a forward slash and no spaces. For example, **W10/22D000123 or L63/22D000001**. **DO NOT INCLUDE ANY OTHER INFORMATION IN THE SUBJECT LINE.**
3. All exhibits must be emailed to opposing party/counsel, at least 72 hours prior to the hearing.
4. If exhibits are not provided to the Court or the opposing party, **they will not be considered.**
5. Just because an exhibit is produced correctly, does not mean it is admissible. Parties are free to object to exhibits during the hearing.