



STATE OF FLORIDA  
NINTH JUDICIAL CIRCUIT OF FLORIDA

OSCEOLA COUNTY COURTHOUSE  
2 COURTHOUSE SQUARE, SUITE 6450  
KISSIMMEE, FLORIDA 34741  
(407) 742-2491

[WWW.NINTHCIRCUIT.ORG](http://WWW.NINTHCIRCUIT.ORG)

STEFANIA C. JANCEWICZ  
Osceola County Judge

LISA M. KUCHINSKAS  
Judicial Assistant

OSCEOLA COUNTY CIVIL DIVISION 60-G, COURTROOM 4B

**Hearing Information Sheet<sup>1</sup>**  
**Read carefully!**

WHAT YOU WILL NEED TO PARTICIPATE

If you have a Summons or an Order allowing you to appear remotely, you will need a computer or phone **with a camera** and a microphone, and an internet connection. Wi-Fi or cellular is fine. **YOU MUST APPEAR VIA CAMERA for your hearing.** The phone number that appears with WebEx is provided for use as audio *in conjunction* with appearance via camera. **It is NOT intended as a phone in only option.** If you do not have this equipment available to you then you must appear in-person for the hearing.

ONCE CONNECTED

- Before the hearing, make sure that you are properly named. Unidentified parties will not be permitted entry to the hearing.
- When you sign in, please make sure you remain on mute until you are asked to unmute by the court.
- During the proceeding, parties should remain in a quiet area or room with a neutral background.
- Parties will not be permitted to participate in proceedings while conducting other activities such as driving, etc.
- Parties must be dressed in courtroom appropriate attire. Parties are not permitted, to eat, drink, smoke, chew gum, or other similar activities during the proceeding.

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<sup>1</sup>For specific information on scheduling or cancelling a hearing, please refer to the Division 60-G General Courtroom Guidelines, Procedures and Expectations.

## INTERPRETERS

**NOTICE:** The court does not provide language interpreters for civil cases. If a party needs the assistance of an interpreter, then the litigant who needs the interpreter (or whose witness requires assistance) is responsible to provide the interpreter.

**AVISO:** El tribunal no proporciona intérpretes de idiomas para casos civiles. Si una parte necesita la asistencia de un intérprete, entonces el litigante que necesita el intérprete (o cuyo testigo requiere asistencia) es responsable de proporcionar el intérprete.

**AVI:** Tribinal la pa bay entèprèt lang pou ka sivil yo. Si yon pati bezwen asistans yon entèprèt, lè sa a pleyan ki bezwen entèprèt la (oswa ki temwen ki bezwen asistans) se responsab pou bay entèprèt la. If you are not appearing in person, you will need a computer or phone **with a camera** and a microphone, and an internet connection. Wi-Fi or cellular is fine.

## COURT REPORTER AND APPEALS

A party may provide a court reporter at the party's expense. If you wish to have the proceedings recorded, you must hire a private court reporter. It is your responsibility to secure and pay for a court reporter.

**If you are a person with a disability who needs any 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, Osceola County Courthouse, 2 Courthouse Square, Suite 6300, Kissimmee, FL 34741, telephone (407) 742-2417, 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 to reach the Telecommunications Relay Service.**