**OFFICE OF**
**THE CHIEF JUDICIAL MAGISTRATE**
**CUM CIVIL JUDGE (Sr. DIVISION)**

Yupia: Papum Pare, Arunachal Pradesh
Email: cjmcumciviljudgeyupia@gmail.com

**Application Form for Video Conference**

| | |
|---|---|
| **1.** Cause Title: | |
| **2.** Court No. /Item No. /Case Number/ CNR Number (if any): | |
| **3.** Proposed Date of conference (DD/MM/YYYY): | |
| **4.** Location of the Remote Point(s): | |
| **5.** Name & Designation of the Participants at the Remote Point: | |
| **6.** Mobile No. and email ID of the participant: | |
| **For Advocates Only** | |
| **7.** Name of the Advocate(s): | |
| **8.** Appearing for (Petitioner/Respondent): | |
| **9.** Bar Enrolment No. (only for Advocates) | |
| **10.** Mobile No. and email ID of the participant: | |

Submitted by :

Signature :

Date :

**Note**:

- The duly filled application form shall be sent to the email address **" vc.cjmyupia@gmail.com "**.
- Submission of this application form does not imply grant of permission for Video Conferencing. Permission shall be subject to approval by the competent authority, and confirmation along with the link shall be communicated through email.

**Guidelines for Appearing via VC :**

1. Participants must be ready for the VC by 10:30 A.M. and remain attentive for their case to be called.
2. Microphone and video should remain switched off until the participant is specifically called upon.
3. Kindly ensure that you are seated in a well-lit, quiet room/area with no background noise during the proceedings.
4. Please keep a valid **Photo ID proof (Aadhaar Card / Voter ID / Others)** handy for verification, if required.
5. Participants are expected to maintain the decorum of the Court in the VC throughout the session.