**Form I**

[see rule 6 (2)]

**Request Form for Video Conference**

1. Case Number / CNR Number (if any)
2. Cause Title
3. Proposed Date of conference (DD/MM/YYYY):_____
4. Location of the Court Point(s):_____
5. Location of the Remote Point(s):_____
6. Names & Designation of the Participants at the Remote Point: _____
7. Reasons for Video Conferencing:

   *In the matter of:*
8. Nature of Proceedings: Final Hearing ☐ Motion Hearing ☐ Others ☐

I have read and understood the provisions of Rules for Video Conferencing for Courts (hyperlink). I undertake to remain bound by the same to the extent applicable to me. I agree to pay video conferencing charges if so, directed by the Court.

Signature of the applicant/authorised signatory:
Date:

---

**For use of the Registry / Court Point Coordinator**

**A) Bench assigned:**
**B) Hearing:**
Held on (DD/MM/YYYY):
Commencement Time:
End time:
Number of hours:
**C) Costs:**
Overseas transmission charges if any:
To be Incurred by Applicant /Respondent:
To be shared equally:
Waived; as ordered by the Court:

Signature of the authorised officer:
Date:

Printed and published by the Director, Directorate of Printing, Stationery and Publication, Odisha, Cuttack-10
Ex. Gaz. 783—173+100