



Superior Court of the District of Columbia
500 Indiana Ave NW, Washington DC 20001
202-879-1010 | www.dccourts.gov

Case Caption: _____

Case Number: _____

NOTICE TO APPEAR IN PERSON
(For Civil Division and Family Court hearings only)

I will appear in-person for the remote hearing scheduled on _____ at _____ .
Date Time

 Printed Name

 Signature

 Date

 Bar Number

 Email Address

 Phone Number

 Physical Address

CERTIFICATE OF SERVICE

I hereby certify this _____, that a copy of this notice was served on the people listed below by:
Date

- | | |
|----------------------------------------|---------------------------------------------------------------------------------------------------------|
| <input type="checkbox"/> hand-delivery | <input type="checkbox"/> e-mail (check which of the following applies): |
| <input type="checkbox"/> e-service | <input type="checkbox"/> within the last six months I have emailed this address and received a response |
| <input type="checkbox"/> mail | <input type="checkbox"/> the email is on file with the court |

 Name

 Name

 Email Address

 Email Address

 Phone Number

 Phone Number

 Physical Address

 Physical Address