

**KING COUNTY DISTRICT COURT  
STATE OF WASHINGTON  
WEST DIVISION, SEATTLE COURTHOUSE**

<div style="text-align: right; margin-bottom: 20px;">_____ Plaintiff(s),</div> <div style="text-align: center; margin-bottom: 20px;">vs.</div> <div style="text-align: right;">_____ Defendant(s)</div>	<div style="margin-bottom: 20px;">No. _____</div> <div style="text-align: center; margin-bottom: 20px;"><b>NOTE FOR CIVIL MOTION DOCKET</b></div> <div style="text-align: center; margin-bottom: 20px;"><input type="checkbox"/> With Oral Argument</div> <div style="text-align: center;"><b>(CLERKS ACTION REQUIRED)</b></div>
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**TO CLERK OF THE COURT:**

**AND TO THE (Plaintiff/Defendant):**

\_\_\_\_\_  
Please take note that an issue of law in this case will be heard on the date set out below and the clerk is requested to note the same on the motion docket for that day. A copy of the supporting documents is attached.

**DATE OF HEARING:** \_\_\_\_\_

**TIME OF HEARING:** \_\_\_\_\_

**NATURE OF MOTION:** \_\_\_\_\_

**COURT ADDRESS:**   **KING COUNTY COURTHOUSE (E301)**  
                              **516 3<sup>rd</sup> AVE**  
                              **SEATTLE, WA 98104**

**Civil motions may be attended remotely via video using Zoom, or in person. Information on appearing via Zoom can be found on the Court's website. If you cannot appear by video or in person, please call (206) 205-9200 for instructions on requesting to appear telephonically.**

Dated: \_\_\_\_\_

\_\_\_\_\_  
Signature of Petitioning Party or Attorney

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
WSBA No.

Please visit our website at **<https://www.kingcounty.gov/courts/district-court/Video%20Court.aspx>** for additional information and instructions on how to appear via Zoom.

If you do not have access to ZOOM you can appear by telephone:

1. Dial any of the following numbers:

(669) 900-9128  
(346) 248-7799  
(312) 626-6799  
(646) 558-8656  
(301) 715-8592  
(253) 215-8782

2. Enter the appropriate “Personal Meeting ID” from the table below.

LOCATION	COURTROOM	PERSONAL MEETING ID
SEATTLE	E301	353 994 4983

3. To mute or unmute press \*6

After check-in, wait until your case is called. Please mute your end while you wait to reduce background noise. When your case is called, please identify yourself each time you speak and remember this is an open telephonic/Zoom courtroom.

**If you are unable to connect, or are having technical difficulties and cannot appear, please call (206) 205-9200.**