

ATTORNEY OR PARTY WITHOUT ATTORNEY (<i>Name, State Bar # and Address</i>): TELEPHONE NO.: EMAIL ADDRESS (Optional) ATTORNEY FOR (<i>NAME</i>):	FOR COURT USE ONLY
SUPERIOR COURT OF CALIFORNIA, COUNTY OF SANTA BARBARA <input type="checkbox"/> Santa Barbara–Anacapa <input type="checkbox"/> Santa Maria-Cook <input type="checkbox"/> Lompoc Division 1100 Anacapa Street 312-C East Cook Street 115 Civic Center Plaza Santa Barbara, CA 93101 Santa Maria, CA 93454 Lompoc, CA 93436	
PETITIONER/PLAINTIFF: RESPONDENT/DEFENDANT: OTHER PARENT:	
NOTICE OF REMOTE MEDIATION WITH FAMILY CUSTODY/COURT SERVICES <i>(Local Rule 1501 et. seq., Family Code §3170)</i>	CASE NUMBER:

To: _____
(Name of other parent and opposing counsel, if applicable)

NOTICE: A remote mediation appointment is scheduled with Family Court Services on:

Mediation Date:

Mediation Time:

See attached Remote Mediation Instructions. Please read the instructions carefully as they contain information about your appointment and how to participate remotely.

The Family Court Services Branch your case is located at is:

1100 Anacapa Street, Santa Barbara, CA 93101 Tel: 805-882-4667

-or-

312 E Cook Street, Santa Maria, CA 93454 Tel: 805-614-6429

Insert Case Name:	CASE NUMBER:
-------------------	--------------

**DECLARATION OF COMPLIANCE WITH REQUIREMENT
TO CONFER IN SETTING APPOINTMENT**

I, _____, declare *(check the appropriate boxes)*:

1. I am self- represented **-or-**
2. I am an attorney and I represent Petitioner Respondent
 Other: _____
3. I understand that each parent is required to work with the other parent in setting up a mediation appointment.
4. I have talked with the other parent or counsel for the other parent, and we agreed to the date and time of the mediation appointment **-or-**
5. I have tried to talk with the other parent or counsel for the other parent, but I was not successful because:

(Statement of attempts to communicate and cooperate, including details such as date, time, phone number(s) called, letters written, faxes or email sent.)

See additional facts stated on separate paper labeled as Attachment 5 and attached to this Notice.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

DATED: _____

SIGNED: _____
Declarant



**SANTA BARBARA COUNTY SUPERIOR COURT
FAMILY COURT SERVICES
(805)614-6429 Santa Maria Office
(805)882-4667 Santa Barbara Office**

REMOTE MEDIATION INSTRUCTIONS

DO NOT COME TO THE COURTHOUSE FOR YOUR MEDIATION

PLEASE READ THESE INSTRUCTIONS THOROUGHLY AS SOON AS YOU RECEIVE THEM

NAME: _____

CASE NUMBER: _____

YOU HAVE A MEDIATION APPOINTMENT WITH FAMILY COURT SERVICES SCHEDULED ON:

Mediation Date: _____

Mediation Time: _____

Mediation is an opportunity for separating or divorcing parents to meet with a neutral professional in a secure environment to discuss future arrangements for their child/ren. The goal of mediation is to develop a mutually agreed upon, comprehensive parenting plan based on the best interest of the child/ren.

Zoom Meeting Appearance:

Your mediation will take place using the Zoom platform. Zoom is a videoconference program. You can access Zoom on your phone, tablet, or PC with an internet connection.

Your Zoom Meeting ID for the mediation appointment is: _____

Your Zoom Password is: _____

YOU MUST ATTEND THE ONLINE PEACE CLASS PRIOR TO YOUR MEDIATION APPOINTMENT:

The Court requires all parties to family law proceedings in which there are minor children to attend and complete the online class entitled "Parent Education and Co-Parenting Effectively" (PEACE) prior to their scheduled mediation appointment. If the parties do not complete the class before the mediation date, the mediation may not move forward. The online PEACE class is accessible on our Court website at:

<https://www.santabarbara.courts.ca.gov/divisions/family-law/peace-online>

Before your mediation date:

- **Please be sure that Family Court Services has your current phone number and email address as soon as you schedule and/or are noticed of your mediation appointment.**
- **If there is a history of domestic violence in your case, the Family Court Services Office should be advised immediately so appropriate arrangements for your session can be made.**

- Visit www.zoom.us for more information on how Zoom works and how you can join meetings. Zoom works on computer desktops and most smartphones.
- Test the Zoom audio and video functions on your device **before** your mediation. Visit <https://zoom.us/test> for more information on how to test your device.

On your mediation date-approximately 5 to 10 minutes prior to the start time of your session:

- Log onto www.zoom.us through your internet browser or through the app on your mobile device.
- To join the mediation, click on “JOIN A MEETING”
- Enter the meeting ID number, your full name as it appears in your court case and password
- Click “Join”
- After you join the meeting, you will be placed in a “waiting room.” The mediator will move you from the waiting room into the session when he/she is ready.
- **If you do not have video capability through any of your devices, please contact Family Court Services immediately to discuss alternative options.**

Children:

All children ages six and over need to be available, but not within listening range, at the time of the mediation appointment, as the mediator may elect to speak with them. The parent who the children are with on the day of the appointment needs to make these arrangements and to assure that the children have a private space to talk.

During the mediation:

The Mediator may terminate the remote appearance if participants do not comply with the below requirements:

- Participants shall ensure that they have sufficient battery power for the entire remote video appearance, including having a charger readily available, and access to enough cellular data and/or Wi-Fi for the duration of the remote video appearance;
- Participants must be in a stationary and private location; they must not be driving or be a passenger in a moving vehicle, including public transportation;
- Mediation is confidential. Participants must ensure that no one can listen in on their mediation appointment, including their children. Participants must also ensure there is no background noise or disturbances from their location;
- Participants *shall not* record or broadcast the Zoom meeting, *shall not* share their screens or give the Zoom meeting number and password to non-parties.
- Attorneys do not participate in mediation except as outlined in Santa Barbara Local Rules of Court Section 1504(c).
- Please have access to your email during the mediation. Any agreements made in mediation will be sent to you via email to review, sign and return during the session.
- **Mediation can be expected to last for up to three hours so it is important to plan accordingly.**
- Participants *must* act with the same degree of courtesy, decorum, use of appropriate language, and courtroom etiquette as required for a personal courtroom appearance.

THE COURT MAY IMPOSE A SANCTION OF \$100 OR MORE IF A PARTY FAILS TO CANCEL 7 DAYS PRIOR TO OR ATTEND A MEDIATION APPOINTMENT. (FC1501, LR1503/1505)