



**SIXTEENTH JUDICIAL CIRCUIT OF FLORIDA  
MONROE COUNTY FLORIDA**

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**MEMORANDUM**

**TO: All Counsel and pro se parties**

**RE: CourtCall Telephonic Appearances on Foreclosure Division cases assigned to Judge Koenig & Judge Garcia.**

At this time, CourtCall Appearances may be permitted for cases in the Foreclosure Division of the 16th Judicial Circuit assigned to Judge Koenig in the Key West and Marathon Divisions and Judge Garcia in the Plantation Key Division. Please check each individual judge's rules for utilizing CourtCall.

A CourtCall Appearance is made as part of a Court's regular calendar and all parties who have timely filed their request form and paid the fee may appear by dialing the Courtroom's dedicated **toll free teleconference number, and access code (if any) which will be provided by CourtCall, LLC on the confirmation faxed to you.** A pre-hearing check-in will occur five minutes prior to the scheduled hearing time. A CourtCall appearance is voluntary and may be made without consent of the other party, and the Court continues to reserve the right to reject any request.

**You must contact CourtCall no less than three business days prior to the hearing** to schedule your appearance.

You must complete their form and pay a fee of \$60.00 for each CourtCall Appearance. There are no subscription fees.

**CourtCall's Telephone Number is (310) 342-0888 or (888) 882-6878.**