

INSTRUCTIONS FOR APPEARING IN JUDGE POTOTSKY'S VIRTUAL COURTROOM FOR ALL DOCKETS AND HEARINGS UNLESS OTHERWISE SPECIFIED

To appear **by video** (which is expected by the Court) download the Webex Meeting App at www.webex.com/downloads.html/ for your smartphone or computer and enter the courtroom at the scheduled date and time of your hearing using access code/meeting number 927711467.

To appear **by phone**: dial 720-650-7664 and when prompted enter the nine-digit access code 927711467 (Judge Pototsky's virtual courtroom number) and press #, then press # again

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Meeting number (access code): 927 711 467

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