

PROCEDURE FOR APPLICATION FOR CELL PHONE OR ELECTRONIC DEVICE PERMISSION FOR ENTRY

- 1) A copy of the attached Application will be provided to the Civil and Criminal District and Superior Court Clerk's office, as well as to courthouse security. The application will also be posted on www.nccourts.org under Cabarrus County Local Rules.
- 2) If a person requests to bring an electronic device into the courthouse, but does not have an approved court ID card, that person must fill out an application to allow entry of the device. They may fill out an application in the Clerk's office or download and print from the NC Courts website.
- 3) The completed application should be brought to the courtroom and handed to the courtroom bailiff prior to court beginning on the appropriate court date.
- 4) As the case is called, the presiding judge will review the application to determine if the request will be granted or denied.
- 5) If granted, the party will take the signed application to retrieve his/her phone & give the application to security. Security will then collect & destroy those applications.
- 6) When the party returns to the courtroom with his/her approved device, the device will be given to the courtroom bailiff until such time as the device is needed for the hearing,

THERE WILL BE NO PRE-APPROVAL FOR ENTRY PRIOR TO THE COURT DATE.

NORTH CAROLINA

CABARRUS COUNTY – DISTRICT 19A

SUPERIOR and DISTRICT COURT

APPLICATION FOR ONE-TIME ELECTRONIC DEVICE ENTRY PERMIT

Applicant's Contact Information:

Full Name: _____

Physical Address: _____

Telephone No.: _____

Case Name: _____ Case No.: _____

Courtroom #: _____

Description of Device: (check all that apply)

____ Cell phone ____ iPad ____ Computer ____ Tablet

____ Other – Please describe: _____

Purpose to be used in courthouse:

Date/Time to be used in courthouse: _____

Applicant's Signature: _____ Date: _____

Printed Name: _____

____ **GRANTED** ____ **DENIED**

Superior / District Court Judge Presiding