



**PAM VERGARA**  
CIRCUIT COURT JUDGE  
FIFTH JUDICIAL CIRCUIT OF FLORIDA  
Hernando County Courthouse  
Room 200  
20 N. Main Street  
Brooksville, FL 34601

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IN THE CIRCUIT COURT OF THE FIFTH JUDICIAL CIRCUIT  
HERNANDO COUNTY, FLORIDA

**ZOOM PROCEDURES  
FOR THE HONORABLE PAM VERGARA  
CIRCUIT CIVIL DIVISION & PROBATE DIVISION**

**Non-Evidentiary Hearings:**

The Court allows Zoom attendance with prior permission from the Court. It is the moving party's responsibility to contact the Judicial Assistant, Misty Conner, at [mconner@circuit5.org](mailto:mconner@circuit5.org), to obtain said zoom link once approved. The moving party shall then be responsible for including the zoom link in their Notice of Hearing. The Notice of Hearing shall include the following: Motion being heard, Time Allotted, Zoom Link, ADA language and instructions that all parties are to send any and all documents in preparation for the hearing to the Court five (5) days prior to the hearing – this includes proposed orders. The Zoom hearing will not be recorded except for required hearings. If a Court Reporter is obtained, it is the responsibility of the party who requested said court reporter to provide them the zoom link.

The Zoom Notice of Hearing must be filed with the Court at least 5 days prior to hearing date.

**Evidentiary Hearings:**

In addition to the above – if allowed by the Court by motion and order, Evidentiary Hearings may be heard via zoom.

Parties must submit all Evidence to be considered **5 days prior to the hearing**, via hard copies, using the attached evidence list below as a cover sheet (filling in case style, description section and ID section only). The ID section shall be labeled as “Lettered” evidence. The evidence shall be submitted via email or mail to the Judicial Assistant, Misty Conner. **If parties wish to deliver such evidence in person, please make prior arrangements with Judicial Assistant for in-person deliveries.** Evidence/documents will be tabbed and marked at the hearing by the Judge or Judicial Assistant with the evidence being labeled as “Numbered” evidence.

**DONE AND ORDERED**, in Chambers, Brooksville, Hernando County this 3<sup>rd</sup> day of March, 2022.

  
Pam Vergara, Circuit Judge

**IN THE CIRCUIT/COUNTY COURT OF THE FIFTH JUDICIAL CIRCUIT  
IN AND FOR HERNANDO COUNTY, FLORIDA**

CASE NO.

\_\_\_\_\_  
PLAINTIFF

ATTY:

VS

\_\_\_\_\_  
DEFENDANT

ATTY:

JUDGE:

CLERK:

**PLAINTIFF(S) EXHIBITS FOR IDENTIFICATION/EVIDENCE**

TYPE OF COURT PROCEEDING

<b>DATE</b> mm/dd/yy	<b>DESCRIPTION</b>	<b>ID</b>	<b>EVID</b>


06/17/09 EVIDENCE LIST

KD

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IN AND FOR HERNANDO COUNTY, FLORIDA**

CASE NO.

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