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Manual

2.1. Preparatory arrangements

13. In cross-border court proceedings, the objective is to make the videoconferencing session as close as possible to the usual practice in any court where evidence is taken in open court. Compared to national judicial procedures, there are fairly small differences in the cross-border procedures. The arrangement of a cross-border hearing using videoconferencing requires that certain formal measures are taken.

14. In civil and commercial matters, the request concerning taking of evidence via videoconferencing is made using standard forms. These forms are available on the website of the European Judicial Atlas of the European Judicial Network in civil and commercial matters.

15. In criminal matters, there is no obligation to use certain request forms or cover notes. The European Judicial Network in criminal matters has developed a cover note for rogatory letters. By using the cover note, the requesting and the requested authorities will be able to establish direct contact on the content and /or the execution of the rogatory letter. (see Annex III).

16. The requests may be sent by post, courier, fax (in all Member States) or e-mail (not in all Member States). Some details on the rules in force in Member States can be found on the websites of the European Judicial Networks.

Last update: 17/11/2021

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