

**UPDATED ZOOM REMOTE HEARING RULES/GUIDELINES
FOR THE 25TH JUDICIAL DISTRICT COURT**

**HONORABLE WILLIAM D. OLD III, PRESIDING
GUADALUPE, GONZALES, COLORADO AND LAVACA COUNTY**

***Recording of any Court session is strictly prohibited and will be punished as
Contempt of Court.***

Even though the Courtroom is now open to the public, public access will continue to be available via live streaming on the Court's YouTube channel:

25th Judicial District Court - Texas https://www.youtube.com/channel/UCsmm_DA8YU5DcTJl0Q4xgig

Courtroom rules of respect, dignity, dress and behavior continue to apply to all parties appearing at a ZOOM video hearing- criminal or civil- just as if you were appearing in person.

- Officers of the Court should always dress in a professional manner.
- No hats, tank tops, sleeveless shirts or clothing with offensive wording or images shall be worn by any court participant.
- When logging in and appearing by ZOOM, use your real name so the court can easily identify you.
- No eating, drinking, smoking or vaping in the Court's presence.
- Children and/or other parties are prohibited from appearing via the Zoom Remote hearing with any participant. No television, radio or audio should be playing in the background.

IN CIVIL CASES

If you are participating in a Zoom video hearing and intend to offer exhibits, and you need to email them to all of the participants in your case, the Court Reporter dlois.jones@co.guadalupe.tx.us, the Court Administrator lynnb@co.guadalupe.tx.us and the Court's email tx25jdc@gmail.com **NO LATER THAN NOON** the day before your scheduled hearing. **File names must reflect the party submitting the exhibit (Petitioner, Respondent, etc.)**

IN CRIMINAL CASES

Plea paperwork needs to be provided to the court **no later than 5:00 PM** on the day prior to your plea hearing to the Court Administrator lynnb@co.guadalupe.tx.us

Attorneys requesting or issuing a subpoena for any witness of a hearing civil or criminal, shall provide sufficient information to the witness to allow the witness(es) to appear by Zoom and, if the subpoena includes a duces tecum, shall arrange to have the documents available to the Court either electronically or by hard copy at least one (1) full day before the hearing.