

**IN THE 506TH JUDICIAL DISTRICT COURT OF TEXAS
GRIMES COUNTY and WALLER COUNTY**

**EMERGENCY ORDERS PERTAINING TO COVID-19;
Online Civil and Tax Court Proceedings**

These instructions apply to all online civil and tax court proceedings in the 506th Judicial District Court, in both Grimes County and Waller County, Texas.

1. The Court has established a premium level Zoom account. For all hearings, a specific time will be set for the hearing. The Court has established a YouTube account in order to fulfill the open courts requirements of the law (*506TH District Court*). All hearings will be subject to recording on Zoom, but the official record of the proceeding remains the transcript of the Official Court Reporter.
2. All remote participants must have access to an internet device equipped with a camera, a microphone, and a speaker. Ear buds will suffice in lieu of a speaker on your end. The device should not be held in the hand during the proceedings due to the unstable nature of doing so. Prop it up or balance the device to keep it pointed in the right direction and be stable. Be aware of potential background noise, what may be visible in the background, and possible incoming calls. Set up your devices and surroundings to minimize those interruptions. Avoid background noise such as pencil tapping, paper rustling, squeaking chairs, and other extraneous noises. Participants should familiarize themselves with Zoom meetings before the scheduled hearing. Use your search engine for “*Zoom*” to find out more. You will need to download the app to your device prior to the scheduled hearing.
3. Any exhibits to be offered by either party are to be delivered to the opposing side and to the Court at least one hour before the scheduled hearing. Exhibits ARE NOT to be efiled with the Clerk. During the Zoom hearing exhibits will be offered and admitted in the usual manner. The Court copy of the exhibit shall be the original exhibit kept by the Court Reporter.

Signed and entered April 17, 2020.



JUDGE, PRESIDING