

NOTICE TO ALL ATTORNEYS AND SELF REPRESENTED LITIGANTS:

NEW PROCEDURE FOR PRESIDING COURT EFFECTIVE JANUARY 4, 2022: Presiding Court will be called in Room 1.09 of the Bexar County Civil District Courthouse. Each attorney and litigant can decide how they would like to appear (live or via Zoom) for all matters. Parties and attorneys are not required to appear in the same manner. Presiding court and each courtroom has hybrid hearing capabilities. Individuals who choose to proceed by zoom will be able to see the individual(s) addressing the court. A new form notice will be required indicating that a party must appear by Zoom unless they choose to appear in person in presiding district court, room 1.09. If a notice has already been issued for a setting, please issue an amended notice that conforms with the notice provided online by the Civil District Courts.

All jury trials will continue to be live.

Monitoring court will continue to be called virtually.

A Fourth Amended Operating Plan will be forthcoming.

[EXHIBIT A - REVISED SAMPLE NOTICE OF HEARING – PRESIDING COURT ONLY]

Cause No. 2020-CI-12345

Plaintiff/Petitioner	§	In the District Court
	§	
v.	§	407th Judicial District
	§	
Defendant/Respondent	§	Bexar County, Texas

NOTICE OF HEARING IN COMPLIANCE WITH COVID-19 COURT OPERATIONS PLAN

The *Petitioner’s Motion for Temporary Orders* is set for hearing on *January 1, 2022, at 9:00 am* in the Presiding District Courtroom (Room 1.09) located at the Bexar County Courthouse, 100 Dolorosa, San Antonio, Texas, 78205

YOU MUST PARTICIPATE IN THE HEARING BY LOGGING ON TO ZOOM OR BY APPEARING IN-PERSON AT THE COURTHOUSE.

TO APPEAR BY ZOOM: At the designated time above, log on to the Presiding Court Zoom using this link: <https://zoom.us/my/bexarpresidingcourtzoom>. Alternatively, log on to the Presiding Court Zoom using meeting ID is 917-895-6796. If you are unable to log on with a computer or smart device, you can call the Zoom telephone access number for Presiding Court at 1 (346) 248-7799. You will need to input the Presiding Court Zoom access code: 917-895-6796. However, calling in is not recommended by the court.

TO APPEAR IN PERSON: At the designated time above, report in-person to the Presiding District Courtroom (Room 1.09) located at the Bexar County Courthouse, 100 Dolorosa, San Antonio, Texas, 78205. If you appear in person and plan to introduce documents and evidence during your hearing, you must be prepared to share them on Zoom using a personal computer or smart device equipped with a wireless modem or air card and Zoom app or Zoom software installed. Wi-Fi access may not be available at court.

OTHER REQUIRED INFORMATION IN COMPLIANCE WITH COVID-19 COURT OPERATIONS PLAN

1. The time announcement: 30 minutes.
2. Telephone numbers for all attorneys or self-represented litigants: John Smith (210) 234-5678 Jane Anderson (210) 345-6789.
NOTE: You must include information for all parties, not just yourself. Including information for all participants is very helpful.
3. Email addresses for all attorneys and self-represented litigants: jsmith@email.com janderson@email.com
NOTE: You must include information for all parties, not just yourself. Including information for all participants is very helpful.
4. Whether an interpreter is required: A Spanish interpreter is required.
NOTE: For languages other than Spanish interpretation, please make arrangements with court administration a minimum of five (5) business days in advance of the hearing at (210) 335-2300.

ADD FULL ATTORNEY SIGNATURE BLOCK & CERTIFICATE OF SERVICE