



§ IN THE DISTRICT COURT  
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§ 360<sup>TH</sup> JUDICIAL DISTRICT  
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§ TARRANT COUNTY, TEXAS

**GUIDELINE FOR REQUESTING REMOTE  
OR IN-PERSON HEARING**

Effective immediately and until further notice, when requesting a hearing, the party requesting the hearing, should certify one of the following:

1. Remote proceedings are not possible due to a litigant or other court participant's inability to successfully participate in a remote hearing beyond the court's control;
2. Remote proceedings are possible;
3. The parties require a partially remote, partially in person proceeding (please detail your needs at the trial/hearing); or
4. This is a first setting and I am unaware of the needs of the other side. I understand this will be set remotely and may be reset if remote proceedings are not possible due to a litigant or other court participant's inability to successfully participate in a remote hearing beyond the court's control.

If you have a case already set for hearing or trial, please make the same certificate to the Court so that the Court may determine how to handle the cases.

Further, there must be a certificate of conference stating one of the following:

1. I have spoken with opposing counsel/pro se opposing party and my opposing counsel/opposing party agrees with this statement.
2. Opposing Counsel does not agree with my belief with this statement; or
3. To my knowledge no other party or attorney has made an appearance in this case.

The Court will determine how the matter may be heard after considering the certification of counsel and examining the complexity of the case and matter to be heard.

Unless the Texas Supreme Court changes its guidelines, the Court may need to set all cases that do not have this certification for a remote hearing. As with all COVID-19 related issues, this is subject to change.

Signed on this 18<sup>th</sup> day of May 2020.

A handwritten signature in purple ink, appearing to read "A. E. Smith", written over a horizontal line.

Judge Presiding