

## **COURT PROCEDURES (EFFECTIVE MONDAY – JANUARY 10<sup>TH</sup>)**

All hearings will be conducted remotely (by Lifesize) unless the Judge of the Court determines it is essential to be heard in person.

*Exhibits MUST BE dropped off at the 2<sup>nd</sup> Floor District Court Coordinators window the business day before the hearing.*

***\*\*COORDINATORS WILL NOT ACCEPT EXHIBITS BY E-MAIL!!!\*\****

- *Exhibits MUST BE in paper form (unless it is audio/video)*
- *Exhibits MUST BE pre-marked and labeled with the correct cause*

**DEFENDANTS ON BOND** are required to appear in the courtroom for ALL HEARINGS ON RECORD (unless previously approved by the Court) and Jury Trial Docket Call (if not previously reset by agreement)

*\*\*The defense attorney can appear in the courtroom with their client or remotely by Lifesize\*\**

**DEFENDANTS IN JAIL** will continue to appear by video from the jail

- Plea paperwork is still required to be e-filed prior to the hearing
- The AGREED ANNOUNCEMENT DEADLINE is NOON the business day before the hearing  
*\*\*Attorneys to speak and send ONE agreed e-mail announcement to the Court\*\**
- The hearing link is ONLY for participants of the hearings. The live stream link can be viewed by the public on the Bell County District Court's website.