

Protective Order Exhibit Instructions

All parties, including self-represented parties, and all counsel, must comply with the following requirements when appearing in the courtroom for a protective order hearing in this case.

EXHIBITS – Must comply with each of the following:

Exchange with opposing parties: All proposed exhibits to be used at the hearing shall be pre-marked (Applicants may use the numbering system, e.g., A-1, A-2, A-3, etc. and Respondent may use the numbering system, e.g., R-1, R-2, R-3, etc.). Parties shall exchange exhibits by email 24 hours prior to the hearing and shall confer in advance of the hearing, when possible, to determine agreements as to admissibility. Otherwise, admission of the exhibits is subject to the Texas Rules of Evidence and the court's ruling on each exhibit offered.

Delivery of exhibits to court: All proposed exhibits shall be delivered in physical form (printed on paper, and video/audio files copied onto a flash drive). Bailiff will coordinate the exchange of exhibits for applicant and respondent when they are self represented.

FAILURE TO COMPLY WITH ALL THE ABOVE INSTRUCTIONS MAY RESULT IN EXCLUSION OF PROPOSED EXHIBITS:

NO RECORDING OF COURT PROCEEDINGS:

Recording (**AUDIO AND/OR VIDEO**) of court proceedings is prohibited without permission of the Court.

INTERACTION WITH COURT OFFICERS:

Treat all court officers (bailiff, court reporter, court coordinator, and clerks) with respect.

Court officers are not allowed to act as support staff for parties: Court officers have specific responsibilities in the court to make proceedings equally accessible for all parties. Whether you appear in person, court officers may not act as support staff for any party. All parties are responsible for their own witnesses and paperwork and may not delay proceedings because they are unprepared to proceed. The only exception is if the Bailiff is coordinating the exchange of exhibits for safety purposes.

OBJECTIONS, SPEAKING AND INTERRUPTING:

The same rules apply as if in the courtroom:

1. Only one person may speak at a time. Do not talk or make noises during the proceedings;
2. Do not disrupt the proceedings by facial expression, nonverbal gestures, or by any other conduct;
3. Give a visual signal (such as raising your hand) prior to objecting or speaking (similar to those appearing in the courtroom who must stand to be recognized).

Appearance and decorum for hearing:

The same rules apply as if in the courtroom:

1. Be on time and ask the court for permission to leave;
2. Conduct yourself and dress the same as if you are in court in person; attorneys shall advise their clients and witnesses of proper courtroom decorum and attire.