

**IN THE COUNTY COURT
AT LAW OF
ATASCOSA COUNTY, TEXAS**

**Local Rule Regarding
Information Needed for Participants to Participate in Proceedings**

Section 1. Authority

Pursuant to Rule 21(b) of the Texas Rules of Civil Procedure, the Court adopts this Local Rule to provide the required information for participants in proceedings before the Atascosa County Court at Law and proceedings assigned to the Atascosa County Court at Law Judge.

Section 2. Mandatory Service of Court Proceedings

(a) Required Contents of Notice

Under Texas Rule of Civil Procedure 21(b), notice of any court proceeding must state:

1. The location of the proceeding or instructions for joining electronically;
2. The Court's contact information;
3. The date, time, and type of proceeding; and
4. Instructions for submitting evidence.

(b) Failure to Serve Proper Notice

Failure to provide proper notice, as required by this Section and Rule 21(b), may result in the Court cancelling the proceeding, resetting the proceeding, or dismissing a participant's pleadings for want of prosecution.

Section 3. In-Person Proceedings

(a) Location

Unless otherwise ordered, in-person proceedings are held at the Atascosa County Justice Center, 1405 Campbell Avenue, Jourdan, Texas, in the County Courtroom.

(b) Court Contact Information

830-769-4232.

(c) Evidence

1. Testimony is presented in person.
2. Documentary evidence, photos, or videos must be labeled and shared with the opposing participants.
3. Video evidence must be submitted on a USB device.

(d) Notice Language

Suggested language for notices of in-person proceedings is provided in Appendix A.

FILED 5:00 P M
MARGARET E. LITTLETON, DISTRICT CLERK

OCT 15 2025

CLERK DISTRICT COURT, ATASCOSA CO., TX
BY M. Reynolds DEPUTY

Section 4. Zoom Videoconference Proceedings

(a) All Proceedings Presumed In Person

Unless the notice states otherwise, participants appear in person.

(b) Videoconference Appearance

The Court may order participants to appear by Zoom. Some participants may be required to appear by Zoom while others appear in person.

(c) Zoom Meeting Information

Meeting Number: 757 074 8387.

(d) Court Contact Information

830-769-4232.

(e) Technical Requirements

Participants must create a free Zoom account at www.zoom.us and use a device with audio, video, and stable internet.

(f) Methods of Participation

1. **Desktop/Laptop:** Enter the meeting number in the Zoom app.
2. **Smartphone/Tablet:** Download the Zoom app before the hearing; open the app and enter the meeting number.
3. **Telephone (only with Court approval and if no internet access):** Dial 346-248-7799 and enter the meeting number.

(g) Evidence

1. Testimony is presented live on Zoom.
2. Exhibits must be submitted via the Zoom “chat” feature.
3. Exhibits must also be labeled and emailed to opposing participants by 3:00 p.m. on the business day before the proceeding.
4. Physical evidence will not be accepted.

(h) Notice Language

Suggested language for notices of Zoom proceedings is provided in Appendix B.

Section 5. Compliance

Failure to comply with this Local Rule may result in sanctions, including exclusion of evidence, denial of participation, or contempt. Failure to provide proper notice, as required by Section 2 and Texas Rule of Civil Procedure 21(b), may result in the Court cancelling the proceeding, resetting the proceeding, or dismissing a participant’s pleadings for want of prosecution.

IT IS ORDERED on the 15th day of October 2025,



Judge Bob Brendel, Atascosa County Court at Law

Appendix A

Suggested Language for Notice of In-Person Court Proceedings

No. [CAUSE NUMBER]

[STYLE OF CASE]

IN 81st/218th DISTRICT COURT

OR THE COUNTY COURT AT LAW OF

ATASCOSA COUNTY, TEXAS

ORDER SETTING COURT PROCEEDING

A [type of proceeding] is scheduled to be held on [date] at [time].

IT IS ORDERED that all participants personally appear before this court, located at the Atascosa County Justice Center, County Courtroom, 1405 Campbell Avenue, Jourdanton, Texas, on the indicated date and time. **IF ANY PARTY FAILS TO APPEAR AS ORDERED FOR THE INDICATED DATE AND TIME, A DEFAULT JUDGEMENT MAY BE GRANTED AGAINST THEM.**

The court's designated contact information is ~~830-769-4232~~.

Participants shall submit testimonial evidence by giving oral testimony while physically present in the courtroom. Participants shall submit any physical evidence, documents, photos, or audio/video in person to the court. Participants shall properly label and provide the opposing participants with copies of all the documents, photos, or audio/video files they intend to submit as evidence during the court proceeding. Participants shall submit any digital media evidence stored on a USB flash drive or an optical storage device that complies with Technology Standards approved by the Supreme Court.

[SIGNATURE BLOCK]

[CERTIFICATE OF SERVICE]

Appendix B

Suggested Language for Notice of Zoom Videoconference Proceedings

No. [CAUSE NUMBER]

[STYLE OF CASE]

IN 81st/218th DISTRICT COURT

OR THE COUNTY COURT AT LAW OF

ATASCOSA COUNTY, TEXAS

ORDER SETTING ZOOM COURT PROCEEDING

A [type of proceeding] is scheduled to be held on [date] at [time].

The Court finds good cause and is allowing and requiring all participants to appear at the court proceeding by a Zoom videoconference. **IT IS ORDERED** that all parties appear before this court by Zoom video conference, on the indicated date and time. **IF ANY PARTY FAILS TO APPEAR AS ORDERED FOR THE INDICATED DATE AND TIME, A DEFAULT JUDGEMENT MAY BE GRANTED AGAINST THEM.**

The Zoom meeting number is 757 074 8387.

The court's designated contact information is 830-769-4232.

To participate in the Zoom videoconference court proceeding, a participant must establish a free Zoom account at www.zoom.us. Your computer or mobile device must have audio and video capabilities for yourself and any other participants, and have a stable internet connection.

Participation in the Zoom videoconference court proceeding may be through any of the following methods:

1. Desktop/Laptop: To join the Zoom videoconference court proceeding, input the above Zoom meeting number into your Zoom software or application a few minutes before the Zoom videoconference court proceeding start time.
2. Smart phone or tablet: Prior to the court proceeding date you must download the Zoom Meeting app. to your device. A few minutes before the Zoom videoconference court proceeding start time, open the Zoom app. and enter the Zoom meeting number above to join the Zoom videoconference court proceeding.
3. Phone Call: (only if no internet access is available and if the judge allows) To join the Zoom videoconference court proceeding by a land line, call 346-248-7799 and input the Zoom meeting number when prompted.

Participants shall submit testimonial evidence by appearing and giving oral testimony in the Zoom videoconference. Participants shall submit any documentary evidence, photos, or videos through the "chat" feature of the Zoom videoconference. Not later than 3:00 p.m. the business day before the Zoom teleconference court proceeding, participants shall properly label and email to the opposing participants all the documentary evidence, photos, or videos they intend to submit during the court proceeding. Participants cannot submit physical evidence during a Zoom videoconference.

[SIGNATURE BLOCK]

[CERTIFICATE OF SERVICE]