

**Friendly/Minor Prove-up Hearing Requirements**

- **The court must receive all required documents by 12:00 pm, the day prior to the hearing, or the Friendly/Minor Prove-Up will be cancelled.**
- If plaintiff's counsel has not agreed to waive their case expenses, be prepared to explain why, and provide the court with an itemized summary of the expenses in order for the settlement to be approved.
- If plaintiff's attorney is charging the minor more than 1/3 of settlement proceeds, the attorney will need to be prepared to explain the complexity of the case to the Judge.

**Required Documents** – Due by 12:00 pm, two (2) days prior to the hearing.

1. GAL Report (e-file)
  - a. List and describe the injuries.
  - b. When was the last date of treatment?
  - c. Were there sources of recovery? (PIP, UIM, etc.)
  - d. Have all the bills been paid from the suit?
    - i. If not, include a breakdown of residuals.
  - e. What are the liability facts?
2. GAL Order for Fees (e-file)
3. Settlement Agreement (email to Court)
4. Final Judgment (email to Court with ALL signatures)
5. List of Expenses, if they were not waived (email to Court)
6. Breakdown of how the settlement is being paid out (email to Court)
7. Minor Information Sheet (email to Court)

Court email: [342dc@tarrantcountytexas.gov](mailto:342dc@tarrantcountytexas.gov)