

Attached please find Tarrant County Family District Courts' Guidelines for Remote Hearings.

The email address to send exhibits/documents is:  
[325dc@tarrantcounty.com](mailto:325dc@tarrantcounty.com)

Please reference the cause number and date of hearing in the subject line of the email.

## 325<sup>TH</sup> DISTRICT COURT EXHIBIT REQUIREMENTS

1. Exhibits must be emailed or delivered to the court no later than 4 p.m. the day before the hearing referencing the case, case number, and date of hearing in the email or on the envelope or notebook.
2. Exhibits must be properly marked on the Exhibit itself and not just reference the Exhibit number in the title of the document.
3. Documents sent by email must not be larger than 1 megabyte of space.
4. Exhibits must be printed on paper for the official record. Exhibits exceeding 50 pages per side will not be printed by the court and must be delivered in an envelope or notebook with the cause number and date of hearing clearly referenced thereon to the courtroom no later than 4 p.m. the day before the hearing.
5. Video and audio recordings must be submitted to the court on a thumb drive, marked as an exhibit, and delivered to the court no later than 4 p.m. the day before the hearing.