

## TEMPORARY OVERFLOW COURT INSTRUCTIONS

The parties are instructed to cross-serve this notice on all adverse parties in compliance with the Texas Rules of Civil Procedure 21a.

The Parties are further instructed that they must exchange exhibits with all other parties pursuant to the applicable Rules of Civil Procedure and additionally e-file or submit to CourtReporterBacklog@dallascounty.org all proposed exhibits five (5) days before the trial setting. Failure to exchange and provide exhibits may result in dismissal or a reset of your matter.

All parties are expected to be present in the courtroom either in person or Via remote Video appearance on the date and time indicated above. For parties participating remotely **Join Zoom Meeting <https://txcourts.zoom.us/j/6828415160>**  
Please add your case number to your name.

An agreed or unopposed motion for continuance, even for a first trial setting, will NOT automatically be granted. Counsel (or pro se parties) are responsible for contacting court personnel to determine if a continuance has been granted or denied. **FAILURE TO APPEAR FOR TRIAL MAY RESULT IN CASE DISMISSAL OR DEFAULT JUDGMENT.**

If you have any questions associated with this docket, contact the Court Coordinator, Cathy Moran, at 214-653-7345 or Email: [CMoran@dallascounty.org](mailto:CMoran@dallascounty.org)  
**Please note email is the preferred method of communication.**

**Join Zoom Meeting <https://txcourts.zoom.us/j/6828415160>**  
**Meeting ID: 682 841 5160**

**Hon. Dianne Jones**  
Judge, County Court at Law No. 4  
214-653-7345

