

IN THE SUPREME COURT OF TEXAS

Misc. Docket No. 05-9114

^{25TH}
APPROVAL OF LOCAL RULES FOR THE
25TH AND 2ND JUDICIAL DISTRICTS OF TEXAS
(COLORADO, GONZALES & LAVACA COUNTIES)

ORDERED that:

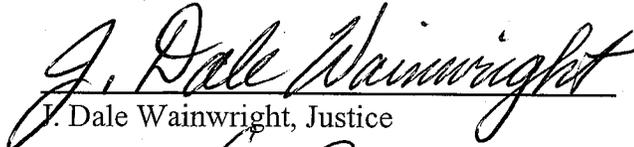
Pursuant to Texas Rule of Civil Procedure 3, the following Local Rules of Practice and Procedure for the 25th and 2nd Judicial Districts of Texas (Colorado, Gonzales & Lavaca counties) are approved.

In Chambers, this 27th day of June, 2005.

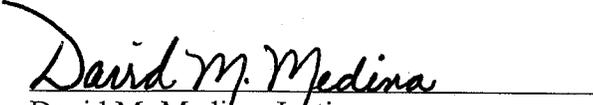

Wallace B. Jefferson, Chief Justice

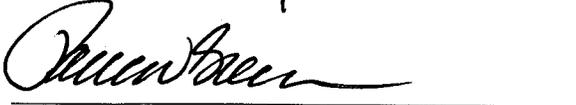

Nathan L. Hecht, Justice

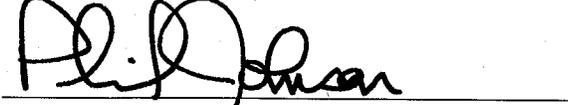
Harriet O'Neill, Justice


J. Dale Wainwright, Justice


Scott Brister, Justice


David M. Medina, Justice


Paul W. Green, Justice


Phil Johnson, Justice

LOCAL RULES OF PRACTICE
AND PROCEDURE

25TH and 2ND 25TH Judicial Districts of Texas,

Counties of

Colorado, Gonzales and Lavaca

The Honorable Dwight Peschel
The Honorable W.C. Kirkendall
Judges Presiding

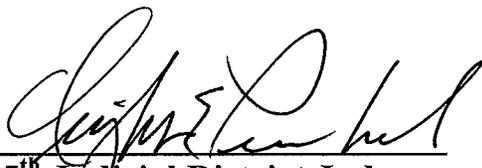
2005

ORDER ADOPTING RULES OF THE
25th AND 2nd 25th JUDICIAL DISTRICTS OF TEXAS
FOR COLORADO, GONZALES AND LAVACA COUNTIES

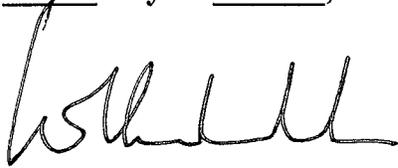
It is Ordered by the 25th and 2nd 25th Judicial District Courts of Texas that:

1. The 25th and 2nd 25th Judicial Districts Local Rules of Practice and procedure for Colorado, Gonzales and Lavaca Counties as hereinafter set out are hereby adopted subject to the approval of the Supreme Court of Texas and the Council of Judges of the Third Administrative Judicial Region of Texas;
2. The Clerks of the Courts in Colorado, Gonzales, and Lavaca Counties shall record these Rules of Practice and Procedure and this Order in the Minutes of the Court;
3. A copy of these rules and this order shall be furnished to the Supreme Court of Texas, the Courts of Appeals for the 1st, 13th and 14th Districts of Texas and the Presiding Judge of the Third Administrative Region of Texas;
4. Each Clerk of the Courts shall deliver to each lawyer maintaining an office within the county each Clerk serves a copy of these local rules; a copy shall further be furnished by the Clerk to each lawyer and *pro se* party appearing in any civil action in this Court. Each Clerk shall keep a current record of such delivery, the date thereof, and make such record available for inspection.
5. These Rules of Practice and Procedure, as may hereafter be amended, shall be construed and interpreted in addition to, and in conformity with and not as superseding the Constitution and laws of the State of Texas, the Texas Rules of Civil Procedure, rules adopted by the Council of Judges of the Third Administrative Judicial Region or rules promulgated by the Supreme Court of Texas.
6. Should any of these rules, or any part thereof, or any amendments thereto, be held invalid for any reason, such invalidity shall not affect the validity of the other rules or parts of rules, all of which have been separately considered and adopted.
7. These rules shall be effective on the date this Order is signed and thereafter until amended, modified or repealed by the order of these Courts.

Signed, Ordered and Effective this the 18th day of Feb., 2005.



25th Judicial District Judge



2nd 25th Judicial District Judge

Local Rules of Practice for the 25th and 2nd 25th Judicial District Courts of Texas in Colorado, Gonzales and Lavaca Counties

The dockets of the 25th and 2nd 25th District Courts of Colorado, Gonzales and Lavaca Counties are to be held in accordance with schedules published annually which may be obtained from the office of either judge or from the offices of the district clerks.

Any case filed in the 25th or 2nd 25th Judicial District Courts may be heard in either Court without transfer or further order except:

1. A family case involving custody of a child, if contested temporary orders are heard, must be set thereafter in the Court hearing said temporary orders;
2. Any motion to modify custody must be heard in the Court issuing the order to be modified if that Court heard contested hearings in making the original order;
3. Any case in which judge is disqualified or recused must be heard only in the other Court; and
4. Any other case where the Court orders the case to a particular judge.

In all proceedings in these Courts, the Texas Lawyers Creed will be observed.

Civil and Family Cases

1. Settings

- 1.1.** All hearings in contested cases must be set by written motion with order attached and with an estimated time for the hearing. Attorneys requesting settings are responsible for notifying opposing parties within the time constraints of the Rules of Civil Procedure. No Court will notify a party of a setting except in the case of a request for a setting by a *pro se* litigant.
- 1.2.** Only a court coordinator may set a case. Either the court coordinator for the 25th or the 2nd 25th Judicial District may set cases on either Court's docket, subject to the approval of the Court.
- 1.3.** With the approval of the court coordinator, a contested case may be set or passed by the agreement of all counsel; however the mere filing of a motion for continuance does not mean that the continuance will be granted, even with the agreement of all parties. Unless released in writing by the court coordinator, counsel must appear as scheduled. All motions for continuance must be in accordance with Articles 29.01 *et seq.*, C.C.P. and Rules 251 *et seq.*, T.R.C.P.
- 1.4.** Prior to setting any case for any hearing, counsel must call the court coordinator to obtain available hearing dates. Counsel must then contact opposing counsel to insure the date is agreeable to all counsel. Once a date is agreed, counsel may

forward an order setting, along with a statement that it is an agreed date, to the court coordinator for entry with the Court. If the parties, after consultation, cannot agree on a date, the Court shall set any hearings needed.

- 1.5. If an opposing counsel is not available for hearing on the date set, they shall immediately notify the counsel setting the case and the court coordinator in writing stating reasons.
- 1.6. Each attorney may file vacation letters with the Court, with copies to all opposing counsel, for periods not to exceed four weeks per year and will not be set during the designated period. Vacation letters alone will not excuse appearance at hearings set prior to the filing of the vacation letter.
- 1.7. For uncontested or agreed family matters, defaults or adoptions, no written motion is required, but a setting shall be obtained by contacting the court coordinator.
- 1.8. The court coordinators will set cases as quickly as possible. To do so, they may, under Section 24.017, Government Code, set the hearing in another county within the district. In such event, it is the responsibility of the attorneys to transport the Court's file and docket sheet to the county where the hearing will be held and then to return it to the appropriate district clerk's office THE SAME DAY, if possible.
- 1.9. Hearings conducted by telephone conference call are acceptable at the discretion of the Court.

1.10. Attorneys or *pro se* litigants who do not expect to be on time or present in the courtroom during docket call must notify the court and the opposing side, give a reason for the delay and an estimated time of arrival.

2. Motions

2.1. Request for hearings on motions regarding discovery must be accompanied by a certification from the movant's counsel that he has attempted to obtain relief by agreement and has been unsuccessful.

2.2. On all motions, include the opposing counsel's name, address, and telephone and fax numbers and e-mail address under the certificate of service. (As a multi-county jurisdiction, we do not have local access to all files in every county.)

2.3. Applications for *ex parte* relief shall state whether the opposing party is represented by counsel and, if so, name said counsel. Notice of the request for *ex parte* relief and an opportunity to be heard shall be given to the opposing counsel, if any.

3. Trial on the merits

3.1. Cases shall be set for trial on the merits by the court coordinator on request by a party, the Court's own motion or by a docket control order.

3.2. All requests for non-jury trials of more than two hours in length shall be specially requested and shall be set by the Court at the earliest possible trial date on those dates established by the Court for non-jury trials. The request shall be in writing and copies served upon all parties in the case. The party obtaining the setting shall notify all other parties of the setting.

3.3. All non-jury trials of over two hours and all jury trials will be also set for a pre-trial hearing prior to the trial on the merits. At that pre-trial, all counsel are expected to be present to advise the Court of the following:

- 3.3.1. Summary of the claims and defenses of each party;
- 3.3.2. The agreed or stipulated facts;
- 3.3.3. Contested issues of fact;
- 3.3.4. Contested issues of law and authorities applicable;
- 3.3.5. Estimate of the length of trial and any possible delays;
- 3.3.6. Possibility of settlement.

3.4. In addition, at said pre-trial hearing:

- 3.4.1. All amended pleadings must be in their final form;
- 3.4.2. Each party should have suggested jury questions and instructions;
- 3.4.3. All physical evidence should be listed, marked and available for inspection. Each counsel will designate those exhibits to which no objection will be made. The Court will request that predicates be waived where admissibility is not questioned.

3.5. Attached is a copy of the current pre-trial conference order which may be changed by the Court at any time.

4. Family Law cases

4.1. All contested temporary orders hearings will have the following time limits:

- 4.1.1. Property only—30 minutes per side including cross-examination
- 4.1.2. Child custody—60 minutes per side including cross-examination
- 4.1.3. The Court for good cause shown may extend these limits.

- 4.2.** In all contested hearings involving child or spousal support, each party shall provide the Court copies of any income tax returns for the last two (2) years, copies of their two most recent pay stubs and shall prepare a complete written statement of their income and expenses for the previous two years and present same to the Court prior to the hearing, such statement to be on a form substantially similar to the form attached hereto for that purpose.
- 4.3.** In all contested hearings involving property, each party shall prepare and exchange not less than thirty (30) days prior to trial a complete written inventory of their assets and liabilities, both community and separate, and present same to the Court prior to the hearing. It is recommended that each party file this inventory in form substantially similar to the form in the Texas Family Law Form Manual published by the State Bar of Texas.
- 4.4.** After each party's inventory is filed, the parties shall file a composite inventory in a form substantially similar to that attached hereto. The petitioner shall initiate the composite inventory and forward it to the respondent not less than fourteen (14) days before trial. The respondent shall complete and file the composite inventory with the Court and serve a copy on the petitioner not less than seven (7) days prior to trial.
- 4.5.** In all divorces with children, contested or uncontested, or motions to modify, both parents must attend at their own expense an educational program for divorced parents such as "For Kids' Sake" and file with the Court a certificate of their completion prior to entry of a final order.

5. Judgments and Orders

- 5.1.** All judgments and orders must be submitted to the Court within ten (10) days from the date of rendition, unless otherwise directed by the Court.
- 5.2.** The party who is directed to prepare the judgment or order shall furnish all opposing parties with a copy of the proposed judgment or order at least five (5) days prior to entry date.
- 5.3.** All judgments and orders will be signed by the Court within seven (7) days from the date they are submitted unless any party requests a hearing on a motion to enter.

6. Alternative Dispute Resolution

- 6.1.** ADR is encouraged. Cases may be ordered to ADR by agreement, by motion of any party after hearing or by the Court's own motion.
- 6.2.** All requests for setting any jury trial or a contested non-jury trial on the merits in a family law case must be accompanied by a representation that mediation has been attempted and a letter from the mediator that the case has not settled. No setting will be given until mediation has been attempted or waived after motion and hearing.

7. Dismissal dockets

- 7.1.** All civil cases filed in the 25th and 2nd 25th District Courts shall be disposed of within the time requirements published by the Texas Supreme Court unless for good cause shown.
- 7.2.** A dismissal docket shall be held not less than twice per year in each county, the 25th District having the dismissal dockets in the first six months of the year and

the 2nd 25th District in the second six months of the year. Notice of the Court's intention to dismiss and the date and place of the dismissal hearing shall be sent to each attorney of record and to each *pro se* party. At the dismissal hearing, the Court shall dismiss the case for want of prosecution unless there is good cause for the case to remain on the docket. Attached hereto is a copy of the current notice setting a case on a dismissal docket.

7.3. No case will be maintained unless a motion to retain, with order attached, is filed prior to the hearing, alleging specific facts showing good cause for the case to be maintained. Motions to retain will be heard at the dismissal docket.

7.4. Any case maintained at a dismissal docket will be set for trial or a pre-trial scheduling order entered unless good cause is shown.

8. Recording Court Sessions

8.1. In both civil and criminal proceedings, during sessions and recesses, no broadcasting, televising, recording (audio or visual) or the taking of photographs nor equipment capable of doing any of the above will be permitted in the Courtroom, except with leave of Court.

Criminal Cases

Criminal cases shall be set for trial at the request of the district attorney or county attorney. Should a defendant desire a trial in a case in which the district attorney or county attorney has not requested a setting, the case will be set by the Court after written request by the defendant.

9. A pre-trial hearing will be conducted in each case prior to trial.
10. After the arraignment appearance and the initial pre-trial setting, all resets must include a trial setting as well as any non-jury settings necessary.
11. Judgments of probation shall be prepared by the Community Supervision and Corrections Department, and judgments with sentences to county jail, SJD-TDCJ or ID-TDCJ shall be prepared by the district attorney or county attorney, unless the Court orders otherwise.
12. All Court-appointed attorneys shall, at the conclusion of their representation of a defendant, provide the Court an itemized statement reflecting the hours spent in Court and the number of hours spent out of Court in representation of said defendant. The statement may only be submitted on the fee voucher attached.

_____ -CV

_____ * IN THE _____ JUDICIAL DISTRICT

VS. * COURT OF

_____ * _____ COUNTY, TEXAS

NOTICE OF SETTING FOR PRE-TRIAL CONFERENCE

It appears to the Court that the above referenced case is set for **Jury Trial** on _____ at **9:00 A.M.** and it is advisable and necessary that a **Pre-Trial** conference should be held in this cause.

THEREFORE, BY ORDER OF THE COURT, notice is hereby given you that a Pre-Trial Conference in this cause be, and the same is hereby set for the _____ day of _____ at **9:00 A.M.** in the District Courtroom, _____ County Courthouse, _____, Texas.

It is further Ordered by the Court that:

MEDIATION SHALL BE COMPLETED BY THE PRE-TRIAL DATE.

All parties shall appear before the Court individually and/or through their authorized attorneys who shall have thorough knowledge of the case and full authority to bind the parties in all things. All attorneys shall consult their clients as to authority, if any, for settlement and if possible, shall obtain authorization within certain figures.

Each attorney shall come to the hearing with full authority for the purpose of simplifying issues and expediting trial and be prepared to present to the Court, including but not limited to:

- 1) Anticipated length of trial, special scheduling problems, and potential complexity.
- 2) All exceptions, motions and motions in limine will be heard. Motions for Continuance will only be granted upon good cause shown by adequate proof. All Motions for Continuance must be made in writing, filed with the Court, and presented to opposing counsel prior to the date of the hearing.
- 3) All discovery procedures shall have been completed. Counsel is required to attempt to resolve any issues regarding discovery between themselves. Any request for sanctions or hearing for failure of compliance must contain a detailed and sworn representation of efforts made to resolve the outstanding issue and the responses received from opposing counsel.
- 4) All requested special issues, instructions and definitions that may be reasonably anticipated shall be prepared and presented to the Court.

- 5) The names and addresses of witnesses, including the number of expert witnesses and the nature of their testimony shall be furnished to the Court.
- 6) Each attorney shall come to the hearing with full authority to make disclosures of fact, admit and stipulate undisputed facts, to discuss contested points of law and submit trial briefs thereon, the theory of the parties, the admitted facts, the ultimate facts which will be disputed and points of law to be passed upon by the Court.
- 7) All exhibits (photographs, records, tangible objects, etc.) shall be available for inspection and marked as evidence to be presented in the case. Such exhibits are to be prepared and marked beforehand, and a list of such exhibits is to be furnished to the Court.

You are expected to be present and make your announcement. **If no announcement is made the Court will take such action as deemed appropriate up to and including dismissal of this cause.**

ISSUED this the ____ day of _____, 2005.

BY THE AUTHORITY OF THE DISTRICT COURT

Dianne Chambers
2nd 25th Judicial District
Court Administrator

Attorney
Address

Attorney
Address

FINANCIAL INFORMATION STATEMENT

CLIENT:
CAUSE NUMBER:

MONTHLY INCOME

Gross Income \$

Total Monthly Payroll Deductions:

Withholding	\$
FICA (Social Security)	\$
Mandatory Retirement	\$
Voluntary Retirement	\$
Deferred Compensation	\$
Life Insurance	\$
Credit Union (savings)	\$
Credit Union (loan payment)	\$
Health Insurance	\$
Other Deductions:	
	\$
	\$

Total Deductions \$

NET PAY \$

Other Income: (itemize below)

<hr/>	\$ <input type="text"/>
<hr/>	\$ <input type="text"/>
<hr/>	\$ <input type="text"/>

TOTAL MONTHLY INCOME **\$**

MONTHLY EXPENSES

Rent or mortgage payment	\$
Real property taxes (if not included in the mortgage payment)	\$
Homeowner's insurance (if not included in mortgage payment)	\$
Renter's or fire insurance	\$
Maintenance of residence (repairs, yardwork, etc.)	\$
Utilities (gas, water, electric, garbage, sewer, etc.)	\$
Telephone	\$
Groceries	\$
Dining out	\$
School lunches	\$
Uninsured doctor expenses	\$
Uninsured prescription and pharmaceutical expenses	\$
Uninsured routine dental care	\$
Uninsured orthodontal care	\$
Health and hospitalization insurance (if not paid by employer or deducted from wages)	\$
Life insurance (if not paid by employer or deducted from wages)	\$
Clothing purchases	\$
Laundry and dry cleaning	\$
Vehicle payment	\$
Gas and oil for vehicle	\$
Vehicle repair and maintenance	\$
Vehicle insurance	\$
Parking fees	\$
School tuition	\$
School supplies	\$
Children's extracurricular activities	\$
Childcare while at work	\$
Childcare for other times	\$
Entertainment	\$
Hairstyling, barber	\$
Contributions	\$

Dues

\$

Subscriptions

\$

Prior obligations for child support or alimony

\$

Other Creditors: (itemize below)

NAME	PURPOSE	BALANCE	MONTHLY PAYMENT
		\$	\$
		\$	\$
		\$	\$
		\$	\$
		\$	\$
		\$	\$
		\$	\$
		\$	\$
		\$	\$
		\$	\$
		\$	\$
		\$	\$

Total monthly payments to other creditors

\$

TOTAL MONTHLY EXPENSES

\$

STATE OF TEXAS

§
§
§

COUNTY OF _____

I, _____, state on oath that, to the best of my knowledge and belief, the foregoing financial information statement contains a full and complete accounting of my monthly income from all sources and my monthly expenses.

SIGNED on the _____ day of _____, _____.

SIGNATURE OF PARTY

SIGNED under oath before me on the _____ day of _____, _____.

NOTARY PUBLIC, State of Texas

COMPOSITE INVENTORY

CAUSE NUMBER _____

IN THE MATTER OF THE MARRIAGE OF

_____ AND _____

PETITIONER: _____ RESPONDENT: _____

PETITIONER'S ATTORNEY: _____

RESPONDENT'S ATTORNEY: _____

COMPOSITE INVENTORY

CAUSE NUMBER _____

STATE OF TEXAS

§
§
§

COUNTY OF _____

I, Petitioner in the above-styled and numbered cause, state on oath that, to the best of my knowledge and belief, the foregoing composite inventory contains:

- (1) a full and complete list of all properties in my possession or subject to my control that I claim belong to the community estate of myself and my spouse, with the values thereof;
- (2) a full and complete list of all properties in my possession or subject to my control that I claim or admit as my or my spouse's separate property and estate, with the values thereof;
- (3) a full and complete list of the debts claimed by me or my spouse.

SIGNED on the _____ day of _____, _____.

PETITIONER

SIGNED under oath before me on the _____ day of _____, _____.

NOTARY PUBLIC, State of Texas

COMPOSITE INVENTORY

CAUSE NUMBER _____

STATE OF TEXAS

§
§
§

COUNTY OF _____

I, Respondent in the above-styled and numbered cause, state on oath that, to the best of my knowledge and belief, the foregoing composite inventory contains:

- (1) a full and complete list of all properties in my possession or subject to my control that I claim belong to the community estate of myself and my spouse, with the values thereof;
- (2) a full and complete list of all properties in my possession or subject to my control that I claim or admit as my or my spouse's separate property and estate, with the values thereof;
- (3) a full and complete list of the debts claimed by me or my spouse.

SIGNED on the _____ day of _____, _____.

RESPONDENT

SIGNED under oath before me on the _____ day of _____, _____.

NOTARY PUBLIC, State of Texas

DATE

«LastName»

«Address2»

«City»,

«Cause»

«Case»

NOTICE OF DISMISSAL DOCKET

The above listed case has been set on the **Dismissal Docket** for **DATE** at **9:00 A.M.** in the 25th Judicial District Court, **Guadalupe County**, Texas. The Court on its own motion has set this case for dismissal that day. This setting is for parties to show cause why these cases should not be dismissed for **Want of Prosecution**.

These cases have not been disposed of within the time standards promulgated by the Supreme Court of Texas or have been **inactive** for more than **six (6) months** and are not being prosecuted with due diligence.

TO PREVENT A DISMISSAL FOR WANT OF PROSECUTION YOU MUST FILE A MOTION TO RETAIN FIVE (5) BUSINESS DAYS PRIOR TO THE SETTING DATE AND YOU MUST APPEAR AND SHOW CAUSE.

~~Failure to appear and failure to show good cause why the case(s) should not be dismissed will result in the case(s) being dismissed for Want of Prosecution without further notice.~~

Telephone conversations with the District Judge, Court Coordinator or the District Clerk will not be sufficient to retain the case(s) on the docket.

Lynn Bothe
Court Administrator
25th Judicial District

Attorney Fee Voucher

1. Jurisdiction <input type="checkbox"/> District <input type="checkbox"/> County <input type="checkbox"/> County Court at Law Court # _____	2. County _____	3. Cause Number _____ _____ _____	Offense _____ _____ _____	4. Proceedings <input type="checkbox"/> Trial-Jury <input type="checkbox"/> Trial-Court <input type="checkbox"/> Plea-Open <input type="checkbox"/> Plea- Bargain <input type="checkbox"/> Other _____
5. In the case of: State of Texas v				
6. Case Level <input type="checkbox"/> Felony <input type="checkbox"/> Misdemeanor <input type="checkbox"/> Juvenile <input type="checkbox"/> Appeal <input type="checkbox"/> Capital Case <input type="checkbox"/> Revocation – Felony <input type="checkbox"/> Revocation – Misdemeanor <input type="checkbox"/> No Charges Filed <input type="checkbox"/> Other _____				
7. Attorney (Full Name) _____		9. Attorney Address (Include Law Firm Name if Applicable) _____ _____ _____		10. Telephone _____
8. State Bar Number _____	8a. Tax ID Number _____			11. Fax _____
12. Flat Fee – Court Appointed Services				12a. Total Flat Fee _____ \$ _____
13.	In Court Services		Hours	Dates
	_____ _____ _____		_____ _____ _____	_____ _____ _____
	Rate per Hour = _____	Total hours _____		
				13a. Total In Court Compensation. _____ \$ _____
14.	Out of Court Services		Hours	Dates
	_____ _____ _____		_____ _____ _____	_____ _____ _____
	Rate per Hour = _____	Total hours _____		
				14a. Total Out of Court Compensation. _____ \$ _____
15.	Investigator			Amount
	_____ _____			_____ _____
				15a. Total Investigator Expenses _____ \$ _____
16.	Expert Witness			Amount
	_____ _____			_____ _____
				16a. Total Expert Witness Expenses _____ \$ _____
17.	Other Litigation Expenses			Amount
	_____ _____			_____ _____
				17a. Total Other Litigation Expenses _____ \$ _____
18. Time Period of service Rendered: From _____ Date _____ to _____ Date _____				
19. Additional Comments _____ _____ _____				20. Total Compensation and Expenses Claimed _____
21. Attorney Certification – I, the undersigned attorney, certify that the above information is true and correct and in accordance with the laws of the State of Texas. The compensation and expenses claimed were reasonable and necessary to provide effective assistance of counsel.				
<input type="checkbox"/> Final Payment <input type="checkbox"/> Partial Payment _____				
Signature _____			Date _____	
22. SIGNATURE OF PRESIDING JUDGE: _____				Amount Approved: _____
Reason(s) for Denial or Variation _____ _____ _____				



THIRD ADMINISTRATIVE JUDICIAL REGION

B. B. SCHRAUB, PRESIDING JUDGE

830-379-8556

FAX 830-372-0400

E-MAIL 3rdjudreg@co.guadalupe.tx.us

ADMINISTRATIVE ASSISTANT
DIANNE GRIEPENTROG

101 EAST COURT STREET, ROOM 302
SEGUIN, TEXAS 78155-5742

February 24, 2005

The Honorable Wallace B. Jefferson
Chief Justice, The Supreme Court of Texas
P.O. Box 12248
Austin, Texas 78711

**RE: LOCAL RULES OF PRACTICE AND PROCEDURE FOR THE
25TH AND 2ND 25TH JUDICIAL DISTRICT COURT OF
COLORADO, GONZALES AND LAVACA COUNTIES**

Dear Chief Justice Wallace:

Enclosed you will find original local rules for the 25th and 2nd 25th District Courts of Colorado, Gonzales and Lavaca Counties.

I respectfully request this matter be submitted to the Supreme Court for their consideration and approval.

Very truly yours,

A handwritten signature in black ink that reads "B.B. Schraub".

B.B. Schraub

BBS/dg

Enclosure

xc: The Honorable Dwight E. Peschel, 25th Judicial District
The Honorable W.C. Kirkendall, 2nd 25th Judicial District

CERTIFICATE OF APPROVAL

The attached Local Rules of Practice and Procedure for the 25th and 2nd 25th Judicial District Courts of the State of Texas are hereby approved and transmitted to the Supreme Court of Texas for final action this 24th day of February, 2005.

A handwritten signature in cursive script, appearing to read "B.B. Schraub", written over a horizontal line.

B.B. Schraub, Presiding Judge
Third Administrative Judicial Region