

CAUSE NO. \_\_\_\_\_

**EXAMPLE**

\_\_\_\_\_  
VS. § IN THE JUSTICE COURT  
§ PRECINCT ONE  
§ ORANGE COUNTY, TEXAS

& All Occupants

**RETURN (EVICTION CASE)**

Having received the Citation in the above-styled and numbered cause with the Eviction Petition attached on the \_\_\_ day of \_\_\_\_\_, 20\_\_ at \_\_\_\_\_ M., I attempted service in the following manner:

**DATES and MANNER OF ATTEMPTED SERVICE:**

Date	Address	Manner of Service	Diligence and Cause of Failure to Serve

The Citation was **EXECUTED** on \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, at \_\_\_\_\_ M.,  by delivering a copy of the Citation together with a copy of the Petition to: \_\_\_\_\_, the Defendant, or  by leaving a copy of the Citation together with a copy of the Petition with \_\_\_\_\_, a person over the age of 16 years, at Defendant's usual place of residence.

For Alternative Service authorized by Court order:

By delivering a copy of the Citation with a copy of the Petition attached to the premises as follows: \_\_\_\_\_ (state manner of delivery to the premises) and also by depositing a copy of the Citation with a copy of the Petition attached in the mail addressed to the Defendant at the premises and sent by first class mail.

**RETURNED** on the \_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Defendant's Signature

**EXAMPLE**

CAUSE NO. \_\_\_\_\_

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VS. § IN THE JUSTICE COURT  
\_\_\_\_\_  
§ PRECINCT ONE  
\_\_\_\_\_  
§ ORANGE COUNTY, TEXAS  
& All Occupants

**CITATION (EVICTON CASE)**

THE STATE OF TEXAS

TO: \_\_\_\_\_ & All Occupants, DEFENDANT(s) in the above-styled and numbered case:

This citation is issued pursuant to a petition filed by the above-named Plaintiff on \_\_\_\_\_, 2020. In addition to possession of the property the Plaintiff is seeking the following relief in this case:  back rent;  attorney's fees;  court costs;  other (specify: ). The Plaintiff's attorney's name and address, or the Plaintiff's address, if they have no attorney, are:

\_\_\_\_\_.

You have been sued for eviction from your residence: \_\_\_\_\_.

The above-named plaintiff seeks possession of the premises and the other relief stated above. **You are hereby ordered to appear for court through a video/telephonic hearing for eviction** (pursuant to the court's covid-19 standing orders) before Judge Hershel Stagner, Jr., Justice of the Peace for Precinct One, on the      day of     , 2020 at      AM/PM. You may, but are not required to, file a written answer with the court on or before the day set for trial. Upon timely request and payment of a jury fee no later than three (3) days before the day set for trial, the case will be heard by a jury. Any evidence you intend to present must be emailed to [jp1@co.orange.tx.us](mailto:jp1@co.orange.tx.us) one day prior to the hearing. Physical attendance in the courtroom by the parties or witnesses will not be allowed pursuant to the Texas Supreme Court Emergency Orders regarding the COVID-19 State of Disaster. **Failure to appear by video/phone for trial may result in default judgment being entered against you for the relief demanded in the petition.** Please review the attached eviction petition. Do not ignore these papers. For further information, consult PART V. OF THE TEXAS RULES OF CIVIL PROCEDURE, which is available online: <https://www.co.orange.tx.us/JudgeHershelStagnerJr>. and also at the court listed on this citation.

**THIS SUIT TO EVICT INVOLVES IMMEDIATE DEADLINES. A TENANT WHO IS SERVING ON ACTIVE MILITARY DUTY MAY HAVE SPECIAL RIGHTS OR RELIEF RELATED TO THIS SUIT UNDER FEDERAL LAW, INCLUDING THE SERVICEMEMBERS CIVIL RELIEF ACT (50 U.S.C. APP. SECTION 501 ET SEQ) OR STATE LAW, INCLUDING SECTION 92.017, TEXAS PROPERTY CODE. CALL THE STATE BAR OF TEXAS TOLL-FREE AT 1-877-9TEXBAR IF YOU NEED HELP LOCATING AN ATTORNEY. IF YOU CANNOT AFFORD TO HIRE AN ATTORNEY, YOU MAY BE ELIGIBLE FOR FREE OR LOW-COST LEGAL ASSISTANCE.**

**DEMANDA PARA DESALOJAR**

**ESTA DEMANDA PARA DESALOJAR INVOLUCRA PLAZOS INMEDIATOS. UN INQUILINO QUE ESTA EN SERVICIO MILITAR ACTIVO PUEDE TENER DERECHOS ESPECIALES O SOCORRO EN RELACION CON ESTE TRAJE POR LA LEY FEDERAL, INCLUIDOS LOS MIEMBROS DEL SERVICIO CIVIL RELIEF ACTUAR (50 U.S.C. APP. SECCION 501 Y SS.) O LA LEY DEL ESTADO, INCLUIDA LA SECCION 92.017, TEXAS CODIGO DE LA PROPIEDAD. LLAME AL COLEGIO DE ABOGADOS DE TEXAS (STATE BAR OF TEXAS), LLAMADA GRATUITA AL 1-877-9TEXBAR SI USTED NECESITA AYUDA PARA LOCALIZAR A UN ABOGADO. SI NO ESTÁ A SU ALCANCE CONTRATAR A UN ABOGADO, USTED PUDIERA SER ELEGIBLE PARA ASESORIA LEGAL GRATUITA O DE BAJO COSTO.**

**TEMPORARY HALT IN RESIDENTIAL EVICTIONS TO PREVENT THE FURTHER  
SPREAD OF COVID-19**

The Centers for Disease Control issued an order stopping some evictions. You may be able to stop your eviction if you sign the attached Declaration under Penalty of Perjury for the Centers for Disease Control and Prevention's Temporary Halt in Evictions to Prevent Further Spread of COVID-19 and provide it to your landlord and the court. Before signing the Declaration, read it carefully and make sure all the statements are true. The Declaration is sworn, meaning you can be prosecuted, go to jail, or pay a fine if any of the statements are not true. Find out more about the order at [TexasLawHelp.org](http://TexasLawHelp.org).

**ISSUED AND SIGNED** this the \_\_\_\_\_ day of \_\_\_\_\_, 2020.

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HERSHEL STAGNER, JR  
JUSTICE OF THE PEACE, PRECINCT ONE  
ORANGE COUNTY, TEXAS

## DECLARATION UNDER PENALTY OF PERJURY FOR THE CENTERS FOR DISEASE CONTROL AND PREVENTION'S TEMPORARY HALT IN EVICTIONS TO PREVENT FURTHER SPREAD OF COVID-19

This declaration is for tenants, lessees, or residents of residential properties who are covered by the CDC's order temporarily halting residential evictions (not including foreclosures on home mortgages) to prevent the further spread of COVID-19. Under the CDC's order you must provide a copy of this declaration to your landlord, owner of the residential property where you live, or other person who has a right to have you evicted or removed from where you live. **Each adult listed on the lease, rental agreement, or housing contract should complete this declaration.** Unless the CDC order is extended, changed, or ended, the order prevents you from being evicted or removed from where you are living through December 31, 2020. You are still required to pay rent and follow all the other terms of your lease and rules of the place where you live. You may also still be evicted for reasons other than not paying rent or making a housing payment.

***This declaration is sworn testimony, meaning that you can be prosecuted, go to jail, or pay a fine if you lie, mislead, or omit important information. I certify under penalty of perjury, pursuant to 28 U.S.C. 1746, that the following are true and correct:***

- I have used best efforts to obtain all available government assistance for rent or housing;
- I either expect to earn no more than \$99,000 in annual income for Calendar Year 2020 (or no more than \$198,000 if filing a joint tax return), was not required to report any income in 2019 to the I.R.S., or received an Economic Impact Payment (stimulus check) pursuant to Section 2201 of the CARES Act;
- I am unable to pay my full rent or make a full housing payment due to substantial loss of household income, loss of compensable hours of work or wages, lay-offs, or extraordinary out-of-pocket medical expenses;
- I am using best efforts to make timely partial payments that are as close to the full payment as the individual's circumstances may permit, taking into account other nondiscretionary expenses;
- If evicted I would likely become homeless, need to move into a homeless shelter, or need to move into a new residence shared by other people who live in close quarters because I have no other available housing options.
- I understand that I must still pay rent or make a housing payment, and comply with other obligations that I may have under my tenancy, lease agreement, or similar contract. I further understand that fees, penalties, or interest for not paying rent or making a housing payment on time as required by my tenancy, lease agreement, or similar contract may still be charged or collected.
- I further understand that at the end of this temporary halt on evictions on December 31, 2020, my housing provider may require payment in full for all payments not made prior to and during the temporary halt and failure to pay may make me subject to eviction pursuant to State and local laws. I understand that any false or misleading statements or omissions may result in criminal and civil actions for fines, penalties, damages, or imprisonment.

\_\_\_\_\_  
Signature of Declarant

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Declarant

\_\_\_\_\_  
Date

*"Available government assistance"* means any governmental rental or housing payment benefits available to the individual or any household member. An *"extraordinary"* medical expense is any unreimbursed medical expense likely to exceed 7.5% of one's adjusted gross income for the year.

*"Available housing"* means any available, unoccupied residential property, or other space for occupancy in any seasonal or temporary housing, that would not violate Federal, State, or local occupancy standards and that would not result in an overall increase of housing cost to you.



**Judge Hershel Stagner Jr.**  
 Justice Court Precinct One  
 Orange County Courthouse  
 801 West Division Street, Suite 102  
 Orange, Texas 77630  
 Office (409) 882-7800 / Fax (409) 882-7001  
 Email [JP1@co.orange.tx.us](mailto:JP1@co.orange.tx.us)

**EXAMPLE**

**HEARING LETTER**

Case No # \_\_\_\_\_

\_\_\_\_\_

VS.

\_\_\_\_\_

**& All Occupants**

**Type of Complaint: EVICTION**  
**Dial In/Teleconference#:346-248-7799**  
**Meeting ID: (add member ID)**  
**Password: (add password)**

A hearing is scheduled for the above-referenced Eviction case in the Precinct One Justice Court. **You are hereby notified that the above-styled and numbered case has been SET for VIDEO/TELEPHONIC HEARING FOR EVICTION on the \_\_\_\_\_ day of \_\_\_\_\_, 2020 at \_\_\_\_\_ AM/PM.** Any Evidence you intend to present must be e-mailed to [JP1@co.orange.tx.us](mailto:JP1@co.orange.tx.us) at least one day prior to the hearing. Physical attendance in the courtroom by the parties or witnesses will not be allowed pursuant to the Texas Supreme Court Emergency Orders regarding the COVID-19 State of Disaster.

The court does recognize emergencies may arise which would conflict with your appearance date. In the event, this occurs, it is your responsibility to notify the court immediately of the circumstances. A Motion for Continuance must be **filed by email no later than Thursday of the week preceding trial** and must be in writing, served on the opposing party, and will be granted or denied at the discretion of the court. **Your failure to call the court and appear for trial may result in a default judgment against you and/or dismissal of your case.**

Before your court date, you may want to familiarize yourself with any applicable laws and rules for Justice Courts as well as the "Texas Property Code" which can be found at <https://www.co.orange.tx.us/Evictions>.

Issued this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

Respectfully,  
*Kay Abbott*  
 Chief Clerk of the Court

**NOTICE**

As a Defendant in a Civil Case Failure to Appear as directed may result in a Default Judgment rendered against you. As a Plaintiff in a Civil Case Failure to Appear shall result in dismissal of your case. Both Defendant and Plaintiff may bring forth witnesses having knowledge of facts of the case to testify on their behalf in his / her case.

**UNACCEPTABLE ATTIRE INCLUDES:**

Shorts, cut-offs, baggy pants, do-rags, or hats. Muscle shirts, T-shirts, clothing indicating gang affiliation or other clothing with offensive, vulgar, racist, sexist, obscene, suggestive words, slogans, depictions or pictures; Provocative clothing designed, styled, or worn to provoke emotion, or disruption or distraction.



**Judge Hershel Stagner Jr.**  
 Justice Court Precinct One  
 Orange County Courthouse  
 801 West Division Street, Suite 102  
 Orange, Texas 77630  
 Office (409) 882-7800 / Fax (409) 882-7001  
 Email [JP1@co.orange.tx.us](mailto:JP1@co.orange.tx.us)

**EXAMPLE**

## Video/Telephonic Conference Instructions

A hearing is scheduled for an eviction case in the Precinct One Justice Court. **You are hereby notified that the case has been SET for VIDEO/TELEPHONIC HEARING FOR EVICTION.**

Topic: \_\_\_\_\_ Cause No. \_\_\_\_\_  
 \_\_\_\_\_ § IN THE JUSTICE COURT  
**VS.** § PRECINCT ONE  
 \_\_\_\_\_ § ORANGE COUNTY, TEXAS  
**& All Occupants**

Date/Time: \_\_\_\_\_, 2020 at \_\_\_\_\_ AM/PM

**Join Zoom Meeting**

<https://txcourts.zoom.us/j/5566801534>

**Meeting ID: (add member ID)**

**Password: (add password)**

One tap mobile

+13462487799,,5566801534# US (Houston)

+12532158782,,5566801534# US (Tacoma)

**Dial In/Teleconference#**

+1 346 248 7799 US (Houston)

+1 253 215 8782 US (Tacoma)

+1 669 900 6833 US (San Jose)

+1 929 205 6099 US (New York)

+1 301 715 8592 US (Germantown)

+1 312 626 6799 US (Chicago)

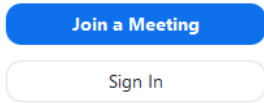
Meeting ID: 556 680 1534

Find your local number: <https://txcourts.zoom.us/u/aeB9ZSYB7R>

Join by Skype for Business

<https://txcourts.zoom.us/skype/5566801534>

1. Open the Zoom desktop client.
2. Join a meeting using one of these methods:
  - Click **Join a Meeting** if you want to join without signing in.



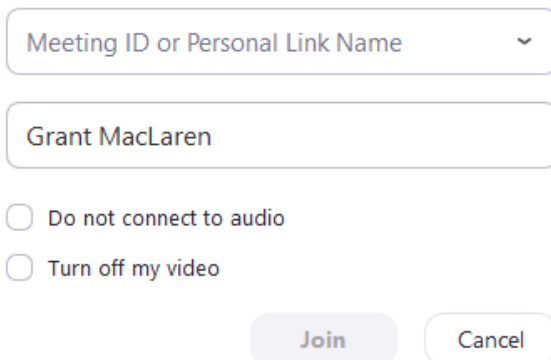
- Sign in to Zoom then click **Join**.



Join

3. Enter the [meeting ID](#) number and your display name.
  - If you're signed in, change your name if you don't want your [default name](#) to appear.
  - If you're not signed in, enter a display name.

### Join a Meeting



Meeting ID or Personal Link Name ▼

Grant MacLaren

Do not connect to audio

Turn off my video

**Join** **Cancel**

4. Select if you would like to connect audio and/or video and click **Join**.

## Telephone

1. On your phone, dial the [teleconferencing](#) number provided in your invite.
2. Enter the meeting ID number when prompted using your dialpad.

**Note:** If you have already joined the meeting via computer, you will have the option to enter your 2-digit participant ID to be associated with your computer. If you have not joined on your computer, simply press # again when prompted to enter in your participant ID.





# NOTICE

## ACCOMODATIONS FOR VULNERABLE POPULATIONS

THE FOLLOWING WILL BE CONSIDERED MEMBERS OF THE VULNERABLE POPULATION AND WILL BE ACCOMMODATED REGARDING COURT HEARINGS PURSUANT TO THE OPERATING PLAN OF THE ORANGE COUNTY JUDICIARY:

- INDIVIDUALS WHO ARE OVER 65
- INDIVIDUALS WITH SERIOUS UNDERLYING HEALTH CONDITIONS
- INDIVIDUALS WITH A COMPROMISED IMMUNE SYSTEM
- INDIVIDUALS WHO ARE PREGNANT

ALL INDIVIDUALS IN THE VULNERABLE POPULATION CATEGORY HAVE THE OPTION TO PARTICIPATE REMOTELY. CONTACT THE COURT FOR FURTHER INFORMATION.