



## Judge Holly Williamson

JUSTICE OF THE PEACE  
PRECINCT 8, POSISTION 1  
HARRIS COUNTY

Office: 281-479-6900

Criminal Fax: 281-479-1407

Civil Fax: 713-437-5801

Email: [myjp81@jp.hct.x.net](mailto:myjp81@jp.hct.x.net)

### Appearance by Zoom Instructions

Judge Holly Williamson, Justice of the Peace, Pct.8, Pos.1, would like to invite you to appear virtually via Zoom for your court appearance. There are three ways to join a Zoom Meeting and appear in Court virtually.

- 1. Joining by Web Browser using the Zoom link (URL)**
- 2. Joining Zoom Meeting by Phone**
- 3. Joining Zoom Meeting Using the Zoom Application for Smart Devices**

We ask that you submit any evidence or documentation you may have to present at least one business day prior to your hearing. You may file your documentation one of the following ways:

**Fax for Civil Cases: 713-437-5801**

**Fax for Criminal/Traffic Cases: 281-479-1407**

**Email: [myjp81@jp.hctx.net](mailto:myjp81@jp.hctx.net)**

**Electronic Filing: [www.efile.txcourts.gov](http://www.efile.txcourts.gov)**

Please contact the Court if you have any questions or need additional information.

**VIDEO AND/OR AUDIO RECORDINGS ARE STRICTLY PROHIBITED.**

## 1. Joining By Web Browser Using the Zoom Link (URL)

1. Parties will receive notice from the Court for the scheduled Zoom Meeting containing the date, time, link (URL) and meeting ID number to connect to the video conference meeting.
2. Type the link (URL) received in your notice into the address bar of your web browser. (i.e. <https://hccocm.zoom.us/j/3894021973>)

### Criminal/Traffic Notice:

#### Notice of Appearance Docket

YOU ARE NOTIFIED that this case is set for Appearance Docket on 8/11/2020 at 10:00 AM at 7330 Spencer Highway, Pasadena, TX 77505.

You are encouraged to appear via video and/or teleconferencing. If you are unable to appear as provided by the attached instructions, please contact the Court by July 6, 2020 to set up an in-person appearance at the same date and time.

Appearance Instructions via Zoom:  
Meeting URL: <https://hccocm.zoom.us/j/96983819821>  
Meeting ID: 969 8381 9821

Or by calling: +1 346 248 7799 and entering meeting ID: 969 8381 9821

This is your OFFICIAL NOTICE TO APPEAR on the date and the time indicated. This is the only notice that you will receive regarding this setting.

### Civil/Small Claims/Eviction Notice:

#### Notice of Hearing

You are hereby notified that a hearing in this Justice Court is scheduled on July 15, 2020 Eviction Docket 10:00 AM.

You are hereby notified that a hearing in this Justice Court is scheduled on July 22, 2020 at 10:00 AM. You are to appear via video and/or audio teleconferencing. If you are unable to appear as provided by the attached instructions, please contact the Court by July 21, 2020 to set up an in-person appearance at the same date and time.

Appearance Instructions via Zoom:  
Meeting URL: <https://hccocm.zoom.us/j/97825190973>  
Meeting ID: 978 2519 0973

Or by Calling: +1 346 248 7799 and entering Meeting ID: 978 2519 0973

3. After you type in the URL you will be prompted to download the Zoom software. The prompt screen to download the software will automatically appear and run its course.
4. Once this is complete you will see a message that states, "Please wait, the meeting host will let you in soon." This message means that the Court Clerk has not yet admitted you into the meeting, please standby.

Please wait, the meeting host will let you in soon.

zoom test

7/10/2020

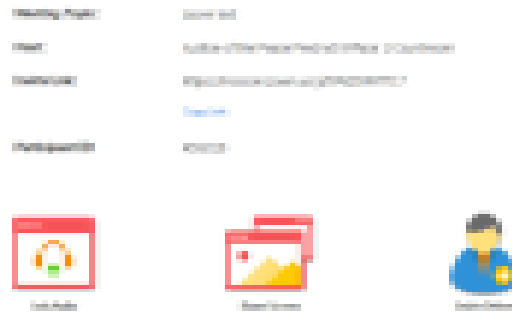
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5. Once the Court Clerk accepts you into the meeting you will be asked to identify yourself, your phone number and email address. You will then be placed back into, “waiting”, while other parties are checked in.
6. Once your case is called you will then be brought back into the meeting.

With Webcam:



Without Webcam:



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## 2. Joining Zoom Meeting by Phone

1. Parties will receive notice from the Court for the scheduled Zoom Meeting containing the date, time, link (URL) and meeting ID number to connect to the video conference meeting.
2. Enter the phone number listed on your notice. (+1 346-248-7799)
3. You will then be prompted to enter your Meeting ID number followed by the # sign. (i.e. 389 402 1973)

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**Appearance Instructions via Zoom:**

Meeting URL: <https://hccocm.zoom.us/j/97825190973>

Meeting ID: 978 2519 0973

**Or by Calling: + 1 346 248 7799 and entering Meeting ID: 978 2519 0973**

4. After you enter the Meeting ID number you will be prompted for your participant ID, this is not necessary and you will push the # sign again.
5. You will be placed in, “waiting”, once the Court Clerk accepts you into the meeting you will be asked to identify yourself, your phone number and email address. You will then be placed back into, “waiting”, while other parties are checked in.
6. Once your case is called you will then be brought back into the meeting.

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### 3. Joining Zoom Meeting Using the Zoom Application for Smart Devices

1. You will start by downloading the Zoom Application on your smart device if you have not already done so and opening the application.

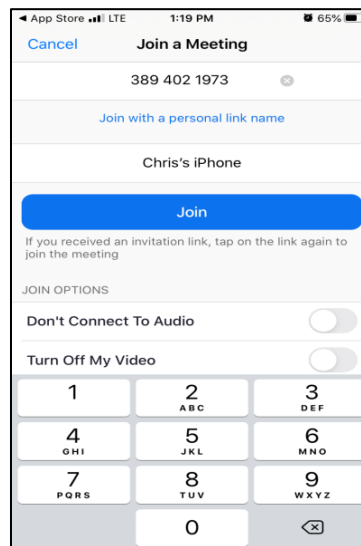
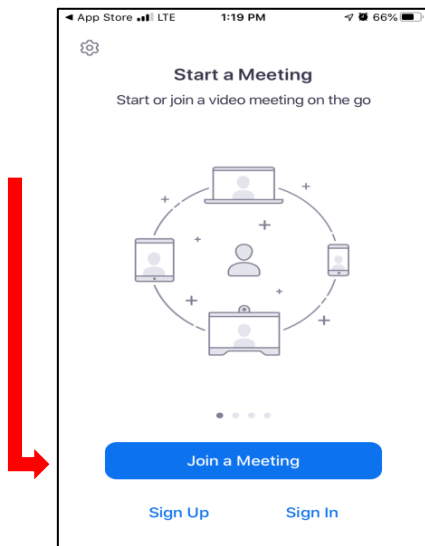
Apple Device:



Android Device:

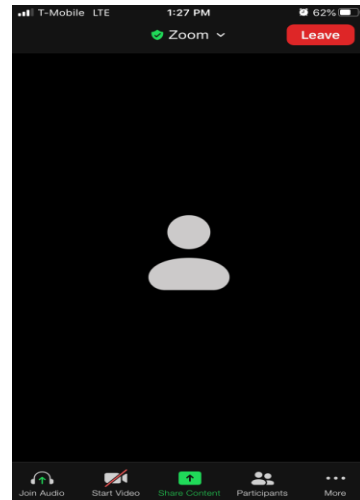
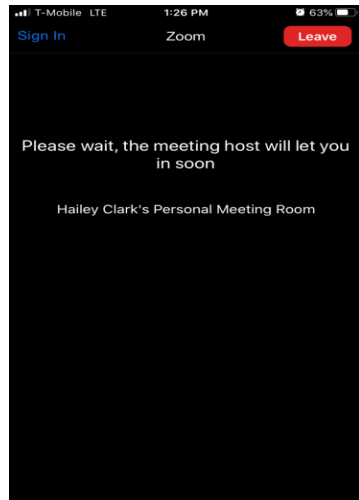


2. Once the application is open you will choose, "Join a Meeting."
3. You will enter the Meeting ID number provided on your notice and choose join.



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4. You will be placed in, “waiting”. Once the Court Clerk accepts you into the meeting you will be asked to identify yourself, your phone number and email address. You will then be placed back into, “waiting”, while other parties are checked in.
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