



CITY OF SAN MARCOS MUNICIPAL COURT of RECORD

712 S Stagecoach Trail, Suite #2233, San Marcos, TX 78666

SPECIAL ACCOMMODATIONS

- The City of San Marcos Municipal Court of Record does not discriminate on the basis of disability in access to its services. Individuals who require auxiliary aids and services for any session of court should contact the City of San Marcos Court at 512-393-8190 (voice) or call Texas Relay Services (TRS) by dialing 7-1-1. Requests can also be faxed to 855-246-9121 or sent by e-mail to municipalcourtinfo@sanmarcostx.gov
- Interpreter requests should be submitted a minimum of one week before the scheduled court appearance.

ATTIRE

All persons attending sessions of the San Marcos Municipal Court must be dressed appropriately for the dignity and decorum of a court proceeding.

- All persons attending sessions of the Court shall wear, at a minimum, a shirt, (or blouse, sweater, etc.), pants or skirt, and shoes.
- The following attire is deemed by the Court to be inappropriate for Court sessions:
 - Shorts and cut-offs
 - Swim wear
 - Tank tops, muscle shirts, clothing with offensive, vulgar, racist, sexist, obscene, or suggestive words, slogans, depiction, or pictures, including grotesque creatures
 - Clothing that is dirty, torn, or ragged
 - Provocative clothing designed or styled to provoke emotion or disruption of Court proceedings
 - Flip-flops
 - Hats

CONDUCT

The Court adopts the following rules of conduct for all Court proceedings:

- All electronic devices carried into the courtroom must be on silent mode or turned off.
- All persons scheduled to appear before the court must appear at the time scheduled.
- All persons present in the courtroom will rise, if able, when the Judge enters the courtroom and will remain standing until you are instructed to be seated.
- Persons appearing before the court shall not argue with the judge or court personnel.
- Address the court as Your Honor or Judge and other individuals as "Mr.," "Mrs.," "Miss," "Dr.," etc.
- Persons addressing the Court will not talk at the same time as the Judge, opposing counsel, or witnesses.
- Do not approach the Judge's bench without permission.
- Persons standing at the Judge's bench will not rest their arms on the bench.
- Racist, sexist, obscene, or profane language or gestures are prohibited, unless they are pertinent to a case being heard by the Court, or are elicited and quoting from facts in the case.
- Conduct that disturbs or distracts the Judge, counsel, witnesses, or other Court personnel is prohibited.
- The reading of newspapers, magazines, periodicals, books, etc. in the courtroom during proceedings is prohibited.
- Food, chewing gum, and drinks with the exception of sealed water bottles are not permitted in the courtroom.
- No weapons are permitted in the courtroom, except those carried or possessed by law enforcement officers, or as needed for evidence in Court.