

# Request for Assignment of Judge

Second Administrative Judicial Region of Texas ☆ Honorable Robert H. Trapp, Presiding

Please return by email to [tracy.conroy@mctx.org](mailto:tracy.conroy@mctx.org)

**REQUESTING JUDGE (Elected Judge):** \_\_\_\_\_

Courts: \_\_\_\_\_ County: \_\_\_\_\_

Date(s) Needed: \_\_\_\_\_

*VISITING JUDGE REQUESTED:* \_\_\_\_\_ *Contacted*  YES  NO  
(NAME)

*REGIONAL OFFICE TO ASSIGN VISITING JUDGE*

*(The Region office will assign a Visiting Judge for a Voluntary Recusal or Disqualification or in case of an emergency. It is the responsibility of the requesting court to find Visiting Judges for all other requests.)*

**Type of docket (CR, CV, FAMILY, JURY, NON JURY, GENERAL DOCKET)** \_\_\_\_\_

**OR**

**Request for Judge to hear specific case:** Cause Number: \_\_\_\_\_

**Style of Case:** \_\_\_\_\_

**Nature of Suit:** \_\_\_\_\_

**Estimated time to try case:** \_\_\_\_\_

Attorney/Pro Se: \_\_\_\_\_ Address: \_\_\_\_\_

Phone: \_\_\_\_\_ **Email:** \_\_\_\_\_

Attorney/Pro Se: \_\_\_\_\_ Address: \_\_\_\_\_

Phone: \_\_\_\_\_ **Email:** \_\_\_\_\_

***Please attach list of any additional parties.***

**Reason for Request:** (Please check one)

- |   |   |
|---|---|
| <input type="checkbox"/> Capital Case   | <input type="checkbox"/> Voluntary Disqualification   |
| <input type="checkbox"/> Voluntary Recusal  | <input type="checkbox"/> Involuntary Disqualification |
| <input type="checkbox"/> Involuntary Recusal  | <input type="checkbox"/> Continuing Education         |
| <input type="checkbox"/> Assistance with Heavy Docket   | <input type="checkbox"/> Vacant Bench                 |
| <input type="checkbox"/> Vacation   | <input type="checkbox"/> Illness                      |
| <input type="checkbox"/> Personal Emergency   | Assistance with COVID-19 related backlog              |
| <input type="checkbox"/> Attorney Contempt, Election Contest or Suit to Remove Local Official | _____   |
| <input type="checkbox"/> Other  | _____   |

Signature of Judge or Coordinator

Date of Request

Phone Number

Email Address

2<sup>nd</sup> Administrative Judicial Region Use Only: Assignment # \_\_\_\_\_

Date sent \_\_\_\_\_