



County of Potter

STATE OF TEXAS

ROBERT TAYLOR

Justice of the Peace
Precinct 2
500 S. Fillmore, Room 502
Amarillo, TX 79101
(806) 379-2390 Office
(806) 379-2845 Fax

Our court office is open from 8AM to 4:30PM, M-F, except for holidays.

We will not accept any new cases or payments after 4PM.

Our office is conducting all Evictions, Small Claims and Debit Claims VIA ZOOM computer hearings. Exceptions to this policy may be granted for good cause up to 48 hours of your hearing. All evidence, photos, documents or sworn written material must be submitted to the court no later than 24 hours prior to the hearing.

All jury trials will be in person. You may wear a mask covering the mouth and nose if you desire, but at the current time, they are not required.

Non-Jury Bench trials for traffic violations will also be in person.

Here are the instructions: (meeting # and password will be assigned prior to the meeting)

Appear by video conference:

Go to Zoom's internet address: zoom.us

Click on the "join meeting tab" and enter the meeting number and password to use video conference

Download the Zoom app (FREE)

From the Apple App Store or Google App Store

Download Zoom Cloud Meeting, after installation Click "join meeting", and enter meeting # and password:

To utilize video conference or audio conference

Appear by audio conference:

Call 415-762-9988, when prompted, enter the meeting number and Password; you will be connected to the court call, audio only.

WARNING: Do not attempt to contact the Judge by mail, email, phone, or in person about pending criminal or civil matters. Doing so may be considered ex parte communication and could result in serious consequences.

FUNCTION OF THE OFFICE: A Justice of the Peace serves as a trial court judge in Class C Misdemeanor Criminal Cases and in two kinds of civil law suits: Small Claims, Justice Court. A Justice of the Peace also has magistrate duties and performs wedding ceremonies.

MISSION STATEMENT: To provide Justice Court Service to all who require it in the most courteous and expedient way possible within the limits of the law.

COURTROOM DO'S AND DON'TS: Arrive on time. Proper dress for men is long pants, a shirt with a collar and shoes. Women should wear a dress, skirt, or long pants with a modest top and shoes. It is not proper to wear a hat. Upon entering the courtroom, the Constable will instruct you. Quietly sit down. It is proper to stand when the Judge enters. Always be polite and respond appropriately when questioned. Only one person speaks at a time.

WHO'S IN THE COURTROOM: Judge- the Justice of the Peace presides over the court and must be impartial and base decisions on the law and evidence that is presented in the courtroom. For this reason, the Judge will only speak with the litigants in the courtroom during the hearing or trial. Jury- a panel of six citizens selected to decide the facts of the case and determine the prevailing party. Attorney- a properly credentialed person hired or appointed to represent the parties to a court case. Justice Court Clerk- a person assigned to a particular Justice Court to receive filings, process, and prepare court papers. Court Bailiff- the Constable is responsible for ensuring safety and proper behavior is maintained in the courtroom.