

Frequently Asked Questions

How many copies of the document to be filed must I send?

You will need to send the original document and as many copies as are needed for service and/or to be returned to you.

What are your office hours?

Our office hours are from 8am to 5pm, Monday through Friday.

Do you provide legal documents for Pro Se litigants?

We do not provide legal documents of any kind. You can visit texaslawhelp.org or txcourts.gov/rules-forms/forms/ to obtain forms and other helpful information. Directives on these websites are not binding on the Clerk and documents are not processed in accordance with any rules or instructions other than the governing laws of the State of Texas.

Do you answer legal questions concerning court proceedings?

The District Clerk, Deputy Clerks, and the Judge's Court Coordinators are prohibited from giving advice, answering legal questions, or giving instructions with regard to divorce or any other Court proceedings. They cannot answer questions you may have about correctness of papers you wish to file or procedures to obtain a Court decision.

What is the fee for obtaining a copy of a court document?

The District Clerk's office charges \$1 per page for printed copies. Electronic copies are \$1 for the first 10 pages and \$.10 for each additional page.

How do I obtain a copy of a court document?

Payment is required before copies can be released. You may pay for copies by check or money order through the mail, over the phone with a credit card or in person at the District Clerk's office. Please include the purpose of the payment along with a cause number and contact information with the payment.

What is your physical address?

710 James Bowie Drive
New Boston, TX 75570