



Court of Criminal Appeals

State of Texas

Supreme Court Building
 201 W. 14th Street, Room 106
 Austin, TX 78701
 (512) 463-1551

In 2004, the Appellate Section of the State Bar of Texas and the Court of Criminal Appeals worked together to identify key information needed by appellate attorneys and pro se litigants to practice effectively before the court. To assist the court in this effort, the Appellate Section collected and formatted the relevant information and published it originally in the Appellate Advocate in February 2005.

Internal Operating Procedures – Court of Criminal Appeals (Revised January 2, 2017)

Court Information

1. Address: Court of Criminal Appeals, P.O. Box 12308, Austin, TX 78711 (U.S. Mail) or 201 W. 14th St., Supreme Court Bldg., Room 106, Austin, TX 78701 (Commercial Carrier, ie: Fed Ex, UPS, etc.)
2. Telephone numbers: Phone: (512) 463-1551; Fax: (512) 463-7061
3. Website address: <http://www.txcourts.gov/cca>
4. Judges: Presiding Judge Sharon Keller, Serving Judges, Michael Keasler, Barbara Hervey, Elsa Alcala, Bert Richardson, Kevin P. Yeary, David Newell, Mary Lou Keel and Scott Walker
5. Clerk of the Court: Deana Williamson
6. Local Rules: Misc. [Docket Number 13-004](#) - Order Requiring Copies Pursuant to Texas Rules of Appellate Procedure 9.3(b)(2)

FILINGS

PROCEDURE	WHAT AND HOW TO FILE	HOW HANDLED	COURT'S PARTICULAR PRACTICES	SPECIAL NOTES
Electronic Filing	Attorneys are required to file documents electronically through http://www.efiletexas.gov/ **original = electronically filed version** see information on E-Filing			TRAP 9.2(c)
Motions	Motion for Extension of time - Original only Original plus 10 copies of all other motions	First motions for extension of time are routinely granted. Motions for extension of time must comply with TRAP 10.5(b) and 68.2(c).		TRAP 38.6 (b) 68.2(c)

PROCEDURE	WHAT AND HOW TO FILE	HOW HANDLED	COURT'S PARTICULAR PRACTICES	SPECIAL NOTES
Briefs	Original – File Electronically Mail 10 paper copies		Briefs must comply with TRAP 38 and 71.3 Amendment and supplementation is allowed only with leave of Court.	TRAP 70 71.3
PDR	Original – File Electronically Mail 10 paper copies			TRAP 68 Record will be forwarded by the COA
Oral Argument	n/a	The Court will designate whether a case requires oral argument. Notification of such designation shall be sent to counsel along with notification of submission. If counsel desires oral argument and the Court has not so designated the case, counsel may petition the Court within 30 days of the submission notification.	The total maximum time for oral argument is 20 minutes per side. If a motion for rehearing is granted and the cause re-submitted, oral argument is limited to 15 minutes per side	Additional citations should not be made orally during argument, but should be reduced to writing and filed with the Clerk.
Opinions			Opinions and Orders are released Wednesday mornings at 9:00 a.m.	
Motions for Rehearing	Original – file electronically – Mail 10 paper copies			TRAP 79
Extraordinary Matters	Original – file electronically (you will be advised if copies are needed)			TRAP 72.1

Technology

1. Westlaw and Lexis are both available to the Court.
2. The Court does not accept fax filings.
3. The orders and opinions of the Court are posted to the web and can be searched at this URL:
<http://www.search.txcourts.gov/CaseSearch.aspx?coa=coscca&s=c>
4. The Court makes audio recordings of oral arguments available on CD-Rom for \$5.

