

Supreme Court of Texas

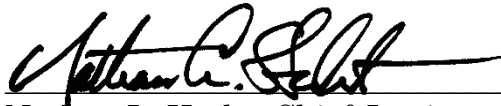
Misc. Docket No. 23-9072

Approval of Technology Standards, Version 7.1

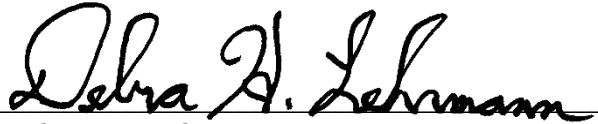
ORDERED that:

The Supreme Court of Texas hereby approves, effective October 11, 2023, the attached Technology Standards, Version 7.1. These standards apply to documents filed electronically under Texas Rule of Civil Procedure 21 and Texas Rule of Appellate Procedure 9.

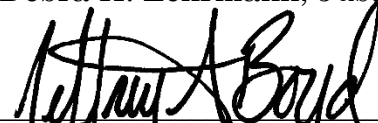
Dated: September 11, 2023



Nathan L. Hecht, Chief Justice



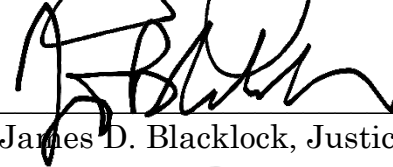
Debra H. Lehrmann, Justice



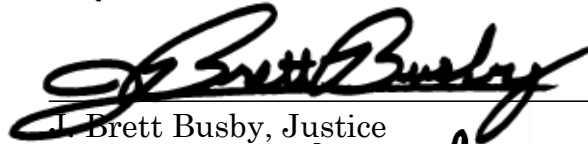
Jeffrey S. Boyd, Justice



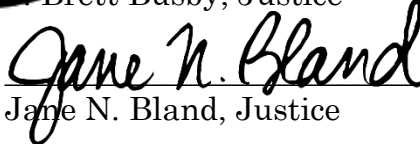
John P. Devine, Justice



James D. Blacklock, Justice



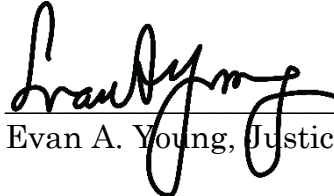
Brett Busby, Justice



Jane N. Bland, Justice



Rebeca A. Huddle, Justice



Evan A. Young, Justice

Court of Criminal Appeals of Texas

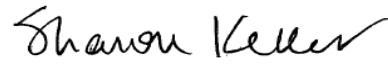
Misc. Docket No. 23-005

Approval of Technology Standards, Version 7.1


ORDERED that:

The Court of Criminal Appeals of Texas hereby approves, effective October 11, 2023, the attached Technology Standards, Version 7.1. The Technology Standards apply to documents filed electronically under Texas Rule of Civil Procedure 21 and Texas Rule of Appellate Procedure 9.

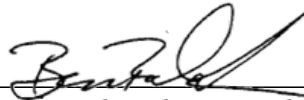
Dated: September 11, 2023.



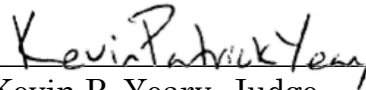
Sharon Keller, Presiding Judge



Barbara P. Hervey, Judge



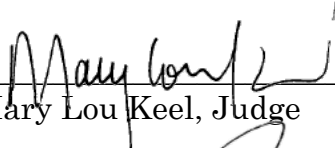
Bert Richardson, Judge



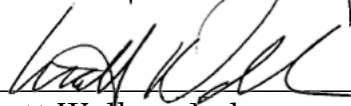
Kevin P. Yeary, Judge



David Newell, Judge



Mary Lou Keel, Judge



Scott Walker, Judge



Michelle Slaughter, Judge



Jesse F. McClure, Judge

TECHNOLOGY STANDARDS

JUDICIAL COMMITTEE ON INFORMATION TECHNOLOGY

Version 7.1

Released: September 2023

1 INTRODUCTION

1.1 PURPOSE

Pursuant to Texas Government Code, Chapter 77, Section 77.031, this document delineates standards for the technological needs of the judicial system. Changes to this document are effective 30 days after adoption by both the Supreme Court and Court of Criminal Appeals. This document incorporates the guidance and advice of the Judicial Committee on Information Technology (JCIT) that was created by the 74th Texas Legislature.

1.2 VERSIONS

| Version | Action | Release Date |
|---------|--|-------------------|
| 1.0 | Initial Draft | April 11, 2012 |
| 1.1 | Added Audio/Video Standards | July 25, 2012 |
| 1.2 | Added eFiling Filing Types | November 12, 2013 |
| 1.3 | Added additional eFiling Types | March 21, 2014 |
| 1.4 | Added standards for Additional Services; Removed Digital Signature standard (covered in rules); Various changes to other standards | October 14, 2014 |
| 2.0 | Small changes to codes per county feedback | February 20, 2015 |
| 2.5 | Small changes to codes per county feedback | August 14, 2015 |
| 3.0 | Changes to return for correction reasons, additional services | January 29, 2016 |
| 3.5 | Addition of JP civil and criminal standards Additional codes in district/county criminal Addition of standard filer processes | August 26, 2016 |
| 4.0 | Small changes per feedback | January 20, 2017 |
| 4.5 | Small changes per feedback | October 20, 2017 |
| 5.0 | Changed per Judicial Information. Combined JP code set into the District/County code set. Incorporated roles and permissions to support Re:SearchTX | May 4, 2018 |
| 6.0 | Added eFile and re:SearchTX configurations for the intermediate courts of appeals. Added standard document display names to eliminate filer confusion. Other minor changes | January 2019 |
| 6.5 | Added codes for Juvenile cases, other changes per requests. Expanded definition of Attorney on the Case to include users authorized by the firm administrator | October 2019 |
| 7.0 | Changed codes and additional services to support SB41 of the 87 th Session | November 2021 |
| 7.1 | Added processing time standard for filings and revised Purpose statement. | September 2023 |

1.3 DEFINITIONS

Attachment – any unique supporting document including exhibits and proposed orders that are not defined in Rule 21 (a) of the Texas Rules of Civil Procedure.

Digital Media – any files stored in an electronic format. This can include (but is not limited to) text, audio and video files.

Document – a pleading, plea, motion, application, request, exhibit, brief, memorandum of law, order, or other instrument in electronic form.

Document Access System – the statewide electronic court record system provided by the Office of Court Administration (currently Re:SearchTX).

DPI – Dots per inch

Lead Document – a document as defined by Rule 21 (a) of the Texas Rules of Civil Procedure. If filing a single document, it is the lead document.

NARA - National Archives and Records Administration

NIEM – National Information Exchange Model – a partnership of the U.S. Department of Justice, the U.S. Department of Homeland Security, and the U.S. Department of Health and Human Services designed to develop, disseminate and support enterprise-wide information exchange standards and processes that can enable jurisdictions to effectively share critical information in emergency situations, as well as support the day-to-day operations of agencies throughout the nation. NIEM was adopted formally by JCIT and is promulgated in data exchanges in Texas Administrative Code, Title 1, Part 8, Chapter 177.

Electronic Court Filing (ECF) standards – a set of non-proprietary extensible markup language (XML) and Web services specifications, along with clarifying explanations and amendments to those specifications that have been added for the purpose of promoting interoperability among electronic court filing vendors and systems.

OCA – Office of Court Administration

OCR – Optical Character Recognition

PDF – Portable Document Format – for the purpose of these standards this is PDF 1.4 (ISO 19005-1:2005 – Revised as ISP/NP 19005-1). This standard specifies how to use PDF for long-term preservation of electronic documents and is applicable to documents containing combinations of character, raster and vector data.

PDF Distiller – a program or application that converts files into PDF files so that the printed appearance of a document is preserved regardless of the application used to create it. This functionality is commonly seen as “Print to PDF”, “Save to PDF” or “Export to PDF”.

PDF Software – software that conforms to International Organization for Standardization (ISO) 32000-1:2008. This standard specifies standards for creating (writing), reading, displaying and interacting with PDF documents.

JCIT – Judicial Committee on Information Technology

1.4 REFERENCES

- NIEM – <http://www.niem.gov>
- OASIS LegalXML Electronic Court Filing (ECF) specifications – <http://www.oasis-open.org/committees/legalxml-courtfilling/>
- VLC media player supported formats – <http://www.videolan.org/vlc/features.html>

- Windows media player supported formats – <http://support.microsoft.com/kb/316992>

2 SYSTEM DATA EXCHANGE STANDARDS

In accordance with Texas Administrative Code, Title 1, Part 8, Chapter 177, information exchanges that occur between the various systems (electronic filing manager, case management, document management, etc.) should occur using the current OASIS LegalXML specifications. The OASIS LegalXML specification is a subset to NIEM.

3 DIGITAL MEDIA STANDARDS

In addition to content and formatting promulgated by the Texas Rules of Civil Procedure, Texas Code of Criminal Procedure, and Texas Rules of Appellate Procedure, the following standards apply to digital media filed electronically or scanned from source records (filed after the effective date of these standards) by the clerk.

3.1 DOCUMENTS

- A. An e-filed document must be in text-searchable PDF, using fonts specified in the PDF specification, on 8.5x11 page size, with the content appropriately rotated.
- B. When possible, the document should be generated directly from the originating software using a PDF distiller.
- C. Prior to being filed electronically, a scanned document must have a resolution of 300 DPI. Preferably, scanned documents should be made searchable using OCR technology.
- D. An e-filed document may not contain any security or feature restrictions including password protection or encryption and may not contain embedded multi-media video, audio, or programming.
- E. Documents may not contain package PDF's. PDF's should not be embedded inside of another PDF. Documents may not contain embedded fonts. Each document must be a single PDF. An appellate court may require that multiple PDF documents be combined into a single PDF document and bookmarks used to separate content appropriately. The content of the document should not depend on bookmarks.
- F. Any e-filed document filename should contain only alphanumeric characters that are part of the Latin1_General character set. No special characters are allowed and the length of the filename should be restricted to 50 characters.
- G. Once accepted, an eFiled document remains available to the filer for download for 30 days.

3.2 AUDIO/VIDEO

- A. The following media players are supported (specific audio/video formats can be found on each media player's website):
 - a. VLC media player (VideoLAN Organization)
 - b. Windows media player (Microsoft)

- B. When an audio/video file is natively supported by at least one media player listed in these standards, the file must not be converted into another format.

- C. If an audio/video file is not natively supported by at least one media player listed in these standards, the file must be converted to another format supported by at least one media player listed. The original, any hardware requirements, and software needed to view/hear the original must be submitted as well.

- D. If modifications are needed to enhance the native audio/video, a copy of the original must be made. The modified copy (submitted in addition to the original audio/video) must also be generated in a format supported by at least one media player listed in these standards.

4 EFILING FILING CONFIGURATIONS

Below are the standard filing configurations to be used in the eFiling system for district, county court at law, probate, constitutional county, and justice of the peace courts. This list of filing configurations must be accepted in each court. Courts and clerks may not add to this configuration but may eliminate codes if not needed in a particular jurisdiction.

It is important to note that these standards only apply to the electronic filing system which is a delivery system and are NOT standards for a county case management or document management system.

4.1 CIVIL CASES

4.1.1 CASE CATEGORIES/TYPES

| Case Category Code | Case Type Codes |
|-------------------------------------|--|
| Civil – Contract | Debt/Contract – Consumer/DTPA |
| | Debt/Contract – Debt Collection |
| | Debt/Contract – Fraud/Misrepresentation |
| | Debt/Contract – Other |
| | Evictions – Commercial |
| | Evictions - Residential |
| | Foreclosure – Home Equity-Expedited |
| | Foreclosure – Other |
| | Franchise |
| | Home Owners Association |
| | Insurance |
| | Other Landlord/Tenant - Commercial |
| | Other Landlord/Tenant - Residential |
| | Non-Competition |
| | Partnership |
| | Repair and Remedy |
| Other Contract | |
| Civil – Employment | Discrimination |
| | Retaliation |
| | Termination |
| | Workers’ Compensation |
| | Other Employment |
| Civil – Injury or Damage | Assault/Battery |
| | Construction |
| | Defamation/Libel/Slander |
| | Malpractice – Accounting |
| | Malpractice – Legal |
| | Malpractice – Medical |
| | Malpractice – Other Professional Liability |
| | Motor Vehicle Accident |
| | Premises |
| Product Liability – Asbestos/Silica | |

| | |
|--|---|
| | Product Liability – Other |
| | Other Injury or Damage |
| Civil – Other Civil | Administrative Appeal |
| | Antitrust/Unfair Competition |
| | Appeal from a Lower Court |
| | Bill of Review |
| | Code Violations |
| | Communicable Disease |
| | Cruelly Treated Animal |
| | Dangerous Dog |
| | Dog Causing Death or Serious Bodily Injury |
| | Driver’s License Suspension Hearing |
| | Emergency Mental Health |
| | Foreign Judgment |
| | Fraudulent Liens |
| | Garnishment |
| | Handgun License |
| | Intellectual Property |
| | Judicial Review- Fraudulent Documents |
| | Lawyer Discipline |
| | Order for Entry and Property Retrieval |
| | Perpetuate Testimony |
| | Protective Order (Non-Domestic Relations) |
| | Removal of Discriminatory Provision |
| | Securities/Stock |
| | Small Claims |
| | Tortious Interference |
| | Toll Road |
| | Tow Hearing |
| | Transfer Structured Settlement Payment Rights |
| | Truancy |
| | Turnover |
| Writ of Sequestration | |
| Writ to Retrieve Judgment | |
| Other Civil | |
| Civil – Real Property | Condemnation |
| | Eminent Domain |
| | Partition |
| | Quiet Title |
| | Tax Appraisal |
| | Trespass to Try Title |
| | Other Property |
| Civil – Related to Criminal Matters | Expunction |
| | Judgment Nisi |
| | Non-Disclosure |
| | Occupational Driver’s License |
| | Seizure/Forfeiture |

| | |
|--------------------|--|
| | Sexual Predator (Health & Safety Code 841) |
| | Stolen or Seized Property |
| | Other |
| Civil - Tax | Tax Delinquency |
| | Tax Suit |
| | Other Tax |

4.1.2 *FILING TYPES*

| New Case | Subsequent Filings |
|--|--|
| Application | Amended Filing |
| Petition | Answer/ Response |
| Proposed Order | Bond |
| Statement of Inability to Afford Costs | Counter Claim/Cross |
| Transfer (County Use Only) | Action/Interpleader/Intervention/Third Party |
| | Contest |
| | Filing of Action other than Original |
| | Garnishment |
| | Motion (No Fee) |
| | Motion for Contempt |
| | Motion for New Trial |
| | Motion to Modify |
| | Motion to Reinstate |
| | Motion to Terminate Wage Withholding |
| | Motion to Transfer |
| | Notice |
| | Notice of Appeal |
| | No Fee Documents |
| | Proposed Order |
| | Request |
| | Statement of Inability to Afford Costs |
| | Transfer (County Use Only) |
| | Vital Statistics Forms |

4.2 FAMILY CASES

The Title IV-D Agency (Texas Office of the Attorney General – Child Support Division) will file its documents under the “Family – Title IV-D (OAG Use Only)” category and use only the case and filing types that begin with “(Title IV-D OAG Use Only) for all its new and subsequent filings.

4.2.1 CASE CATEGORIES/TYPES

| Case Category Code | Case Type Codes |
|---|--|
| Family – Marriage Relationship | Annulment with Children |
| | Annulment without Children |
| | Declare Marriage Void with Children |
| | Declare Marriage Void without Children |
| | Divorce with Children |
| | Divorce without Children |
| Family – Other Family Law | Adult Adoption |
| | Register Foreign Judgment |
| | Garnishment |
| | Habeas Corpus |
| | Name Change |
| | Protective Order |
| | Removal of Disabilities of Minority |
| | Temporary Authorization for Care of Child |
| | Unaccompanied Alien Child |
| | Other |
| Family – Parent-Child Relationship | Adoption/Adoption with Termination |
| | Child Protection |
| | Child Protection (Gov. Code 24.620) |
| | Child Support |
| | Custody or Visitation |
| | Gestational Parenting |
| | Grandparent Access |
| | Parentage/Paternity/Voluntary Legitimation |
| | Termination of Parental Rights |
| | Other Parent-Child |
| Family – Post-judgment Actions | Enforcement |
| | Modification – Custody |
| | Modification – Other |
| Family – Title IV-D (OAG Use Only) | (Title IV-D OAG Use Only) Establishment |
| | (Title IV-D OAG Use Only) Paternity |
| | (Title IV-D OAG Use Only) Interstate – No TX Cause |
| | (Title IV-D OAG Use Only) Interstate – Existing TX Cause |
| | (Title IV-D OAG Use Only) Enforcement |
| | (Title IV-D OAG Use Only) Intervention |
| | (Title IV-D OAG Use Only) Other – Billed |
| | (Title IV-D OAG Use Only) Other – Not Billed |
| | (Title IV-D OAG Use Only) Capias/Writ |

| | |
|--|---|
| | (Title IV-D OAG Use Only) Service Documents |
|--|---|

4.2.2 *FILING TYPES*

| New Case | Subsequent Filings |
|--|--|
| Application | Amended Filing |
| Petition | Answer/Contest/Response/Waiver |
| Proposed Order | Bond |
| Statement of Inability to Afford Costs | Counter Claim/Cross Action |
| Transfer (County Use Only) | /Interpleader/Intervention/Third Party |
| (Title IV-D OAG Use Only) Establishment | Habeas Corpus (Continuing |
| (Title IV-D OAG Use Only) Paternity | Jurisdiction) Motion (No Fee) |
| (Title IV-D OAG Use Only) Interstate – No TX Cause | Motion for Contempt |
| (Title IV-D OAG Use Only) Interstate – Existing TX Cause | Motion for Contempt - SAPCR |
| (Title IV-D OAG Use Only) Enforcement | Motion for Enforcement |
| (Title IV-D OAG Use Only) Intervention | Motion for New Trial |
| (Title IV-D OAG Use Only) Other – Billed | Motion to Modify |
| (Title IV-D OAG Use Only) Other – Not Billed | Motion to Modify and Enforce |
| (Title IV-D OAG Use Only) Capias/Writ | Motion to Reinstate |
| (Title IV-D OAG Use Only) Service Documents | Motion to Revoke/Suspend/Withhold |
| | Motion to Stay |
| | Motion to Terminate Wage Withholding |
| | Motion to Transfer |
| | Notice |
| | Notice of Appeal |
| | Notice of Delinquency |
| | No Fee Documents |
| | Proposed Order |
| | Request |
| | Statement of Inability to Afford Costs |
| | Transfer (County Use Only) |
| | (Title IV-D OAG Use Only) Establishment |
| | (Title IV-D OAG Use Only) Paternity |
| | (Title IV-D OAG Use Only) Interstate – No TX Cause |
| | (Title IV-D OAG Use Only) Interstate – Existing TX Cause |
| | (Title IV-D OAG Use Only) Enforcement |
| | (Title IV-D OAG Use Only) Intervention |
| | (Title IV-D OAG Use Only) Other – Billed |
| | (Title IV-D OAG Use Only) Other – Not Billed |
| | (Title IV-D OAG Use Only) Capias/Writ |
| | (Title IV-D OAG Use Only) Service Documents |

4.2.3 *PARTY TYPES*

For each Title IV-D case type, the court will list one (1) Petitioner and two (2) Respondents as required party types.

4.3 PROBATE CASES

4.3.1 CASE CATEGORIES/TYPES

| Case Category Code | Case Type Codes |
|-------------------------------|--|
| Probate | Dependent Administration |
| | Independent Administration |
| | Foreign Will |
| | Letters Testamentary |
| | Muniment of Title |
| | Other Estate Proceedings |
| | Small Estate Proceedings |
| | Open Safety Deposit Box |
| Probate – Guardianship | Guardianship – Adult |
| | Guardianship – Minor |
| | Guardianship Management Trust |
| | Sale of Property |
| Probate – Other | Emergency Mental Health |
| | Other Probate |
| | Relief from Firearms Disability |
| | Condemnation/Eminent Domain (Bexar/Denton/Travis County Only) |

4.3.2 FILING TYPES

| New Case | Subsequent Filings |
|--|--|
| Application | Amended Filing |
| Application with Ad Litem | Annual Account |
| Guardianship Information Letter | Annual Report |
| Petition | Answer/Response |
| Proposed Order | Application for Removal |
| Statement of Inability to Afford Costs | Application in an Existing Estate |
| Will/Codicil | Application on Sale of Personal Property |
| Transfer (County Use Only) | Application on Sale of Real Property |
| | Bond |
| | Claim |
| | Counter Claim/Cross |
| | Action/Interpleader/Intervention/Third Party/Contest |
| | Final Account |
| | Final Report |
| | Inventory |
| | Inventory – (filed after the 90 th day after the date the personal rep has qualified) |
| | Motion (No Fee) |
| | No Fee Documents |
| | Notice |
| | Oath |
| | Proposed Order |
| | Request |
| | Statement of Inability to Afford Costs |

| | |
|--|--------------|
| | Will/Codicil |
|--|--------------|

4.4 MULTI-DISTRICT LITIGATION (MDL) CASES

The case categories and types below are updated upon an order from the Supreme Court creating or removing a MDL case type.

4.4.1 CASE CATEGORIES/TYPES

| Case Category Code | Case Type Codes |
|--|--------------------------|
| Multi-District Litigation (MDL) | MDL – Asbestosis |
| | MDL – GM Ignition Switch |
| | MDL – Hailstorm |
| | MDL – Hurricane Ike |
| | MDL – Product Liability |

4.4.2 FILING TYPES

| New Case | Subsequent Filings |
|--|--|
| Application | Amended Filing |
| Petition | Answer /Response |
| Proposed Order | Bond |
| Statement of Inability to Afford Costs | Counter Claim/Cross Action/Interpleader/Intervention/Third Party |
| Transfer (County Use Only) | Contest |
| | Motion (No Fee) |
| | Motion for Contempt |
| | Motion for Enforcement |
| | Motion for New Trial |
| | Motion to Modify |
| | Motion to Reinstate |
| | Motion to Terminate Wage Withholding |
| | Motion to Transfer |
| | Notice |
| | Notice of Appeal |
| | No Fee Documents |
| | Proposed Order |
| | Request |
| | Statement of Inability to Afford Costs |

4.5 JUVENILE CASES

4.5.1 CASE CATEGORIES/TYPES

| Case Category Code | Case Type Codes |
|--------------------|------------------------------|
| Juvenile | Child in Need of Supervision |
| | Delinquent Conduct |
| | Transfer of Probation |
| | Magistrate Case |

4.5.2 FILING TYPES

| New Case | Subsequent Filings |
|--|---|
| Petition Transfer Case (County Use Only) | Amended Filing Affidavit Application Motion No Fee Documents Notice Proposed Order Report/Return Subpoena Transfer |

4.6 CRIMINAL CASES

4.6.1 CASE CATEGORIES/TYPES

| Case Category Code | Case Type Codes |
|-------------------------------|--|
| Criminal – Misdemeanor | Appeal from a Lower Court |
| | Expunction |
| | Misdemeanor ¹ |
| | Misdemeanor A |
| | Misdemeanor B |
| | Misdemeanor C |
| | Magistrate Case |
| | Occupational Driver’s License |
| | Writ – Other |
| | Writ – Habeas Corpus - Other |
| | Writ – Habeas Corpus – 11.072 |
| Criminal – Felony | Appeal from a Lower Court |
| | Expunction |
| | Capital Felony |
| | Felony |
| | Felony 1 |
| | Felony 2 |
| | Felony 3 |
| | Felony - State Jail |
| | Magistrate Case |
| | Occupational Driver’s License |
| | Sexual Predator (Health & Safety Code 841) |
| | Writ –Other |
| | Writ – Habeas Corpus – 11.07 |
| | Writ-Habeas Corpus – 11.071 |
| | Writ – Habeas Corpus – 11.072 |

4.6.2 FILING TYPES

| New Case | Subsequent Filings |
|---------------------------------|--|
| Complaint | Amended Filing |
| Indictment | Amended Filing for Occupational Driver’s License |
| Information | Affidavit |
| Petition | Answer/Response |
| Transfer Case (County Use Only) | Application |
| | Bill of Review |
| | Bond |
| | Discovery |
| | Election as to Punishment |
| | Expunction (TABC 106.12) |
| | Letters |

¹ For the “Misdemeanor” and “Felony” case types, the intent is that the clerk chooses either the broad case type (Misdemeanor) OR the detailed case types (Misdemeanor A, Misdemeanor B, Misdemeanor C).

| | |
|--|--|
| | Motion Motion for New Trial Motion to Revoke Probation/Adjudicate Guilt No Fee Documents Notice Notice of Appeal Notice of Non-Disclosure Pleas Proposed Order Reinstatement with Cost Reinstatement without Cost Request Report/Return Sanctions Toward Effective Probation (STEP) Statement of Facts Form Subpoena/Summons Waiver Warrants Writs |
|--|--|

4.7 FOURTEEN COURTS OF APPEALS

4.7.1 CASE CATEGORIES/TYPES

| Case Category Code | Case Type Codes |
|--|--|
| Civil – Contract | All Cases |
| Civil – Employment | Workers Compensation |
| | Other Employment |
| Civil – Injury or Damage | Personal Injury |
| | Professional Malpractice |
| Civil – Other Civil | Administrative Appeal |
| | Corporation/Partnership |
| | Election – Original Proceeding |
| | Election – Appeal |
| | Governmental Immunity |
| | Insurance |
| | Lawyer Discipline |
| | Mandamus |
| | Oil and Gas |
| | Prohibition |
| | Securities/Stock |
| | Other Civil |
| | Civil – Real Property |
| Civil – Related to Criminal Matters | Expunction |
| | Non-Disclosure |
| | Seizure/Forfeiture |
| Civil – Tax | All Cases |
| Criminal | All Cases |
| Family – Marriage Relationship | Marriage Dissolution |
| | Divorce |
| Family – Parent-Child Relationship | SAPCR (Suit Affecting Parent-Child Relationship) |
| | Termination of Parental Rights |
| Family – Title IV-D (OAG Use Only) | All Cases |
| Juvenile | All Cases |
| Probate | Estate Proceedings and Administration |
| | Guardianship |
| | Mental Health |

4.7.2 FILING TYPES

| New Case and Subsequent Filings |
|---|
| Affidavit of Indigence (TRAP 20.1(c),(2)) |
| Amended Notice of Appeal |
| Appendix |
| Brief Not Requesting Oral Argument |
| Brief Requesting Oral Argument |
| Copy of Notice of Appeal |
| Copy of Notice of Appeal - Exempt |

Technology Standards v7.1

Docketing Statement
Exhibit
Exhibits - Exempt
Letter
Mediation Document
Motion
Motion - Exempt
Motion for Emergency Relief
Motion for Emergency Relief - Exempt
Motion for Rehearing
Motion for Rehearing - Exempt
Original Proceeding Petition
Original Proceeding Petition - Exempt
Original Proceeding Response
Other Brief
Other Document
Petition for Discretionary Review
Petition for Permissive Appeal
Petition for Permissive Appeal - Exempt
Reply to Petition for Discretionary Review
Response
Sworn Record

4.8 OTHER STANDARD ELECTRONIC FILING SYSTEM CONFIGURATIONS

4.8.1 STANDARD DOCUMENTS TO FILE

All filers will be given the following document types to file per envelope:

| Display Name | Formats Allowed | Stamped? | Multiples Allowed? |
|-------------------------------|-----------------|----------|--------------------|
| Standalone Document | PDF | Yes | Yes |
| Proposed Order | PDF | No | Yes |
| Exhibits/Supporting Documents | PDF | No | Yes |

4.8.2 STANDARD FILER PROCESSES

All filers using the electronic filing system must follow the standard processes when filing particular items with the court. Clerks may not return a document for correction if the filer followed the processes outlined below.

4.8.2.1 Request for Citations

When citation is needed, the filer must select “Issue Citation” as an additional service.

Preferred Clerk Implementation

1. Clerk accepts the lead document and attachments and then electronically prepares the citation.
2. Clerk sends the citation to the filer via
 - a. The eFileTexas system as a “eServe Only” filing,
 - b. Email to the party using the email address on file.

4.8.3 ACCEPTANCE OF DOCUMENTS TENDERED FOR FILING

A clerk must accept a document tendered for e-filing unless specifically authorized not to accept the document(s) by statute, Texas Rules of Appellate Procedure, or by the Texas Rules of Civil Procedure for the reasons listed below.

| Category | Reason | Authority |
|---------------------------|---|----------------------------|
| Sealed Documents | Documents filed under seal or presented to court <i>in camera</i> cannot be eFiled. | TRCP 21(f)(4) TRAP 9.10 |
| Vexatious Litigant | Filer has been found to be a vexatious litigant and has not presented an order from the local administrative judge permitting the filing. | CPRC §11.103 |

Absent extraordinary circumstances, clerks must accept, return for correction, or reject documents as so authorized on the same business day they are received by the clerk’s office, and no later than the end of the next business day when circumstances make it impracticable to do so on the same business day. This standard does not require processing filings after regular business hours, on weekends, holidays, or when the clerk’s office is closed.

4.8.4 REQUEST FOR CORRECTION

A clerk may request a filer to correct an e-filed document only for the following reasons. The filer will have the ability to copy the original filing, make corrections and resubmit the filing with the original file date for a period not to exceed 72 hours from the time the filing is returned for correction.

The request must state the reason and reference any supporting authority as follows:

| Category | Reason | Authority |
|---------------------------|---|--|
| Insufficient Fees | Fees submitted are insufficient. Please resubmit your filing with the correct case type/filing type. <i><provide short summary as to what fees were not included></i> | TRCP 99(d) and Gov’t Code, §51.318(b)(7) and (8) Gov’t Code §51.317(a) Local Gov’t Code §118.052; §118.121; or §118.131 |
| Insufficient Funds | Credit Card was declined. Please resubmit with a valid method of payment. | TRCP 99(d) and Gov’t Code, §51.318(b)(7) and (8) Gov’t Code §51.317(a) Local Gov’t Code §118.052; §118.121; or |

| | | |
|---|--|--|
| | | §118.131 |
| Document Addressed to Wrong Clerk/Location | The document is addressed to a court for which this clerk's office does not accept filings. Please correct or re-file with the appropriate clerk's office. | |
| Duplicate New Case Filing | The filing requesting a new case duplicates an existing case. Please file under the existing case. | |
| Incorrect/Incomplete Information | <p>Please resubmit using the correct/complete information</p> <ul style="list-style-type: none"> • Cause number • Case Type • Case Category • Filing Code • Party names on document(s) • Attorney/Party email address(es) • Required forms • Information required by Statute | <p>Family Code §102.008 and §105.006 require identification of children by name and DOB</p> <p>TRCP 79</p> <p>Civil Practices and Remedies Code 30.015</p> |
| Incorrect Formatting | <p>Please resubmit the document</p> <ul style="list-style-type: none"> • By rotating the document so that the file mark will appear in the upper right corner • In text searchable PDF • Directly converted to PDF if possible. • With a 300dpi resolution • With a page size of 8.5"x11" • With no embedded fonts | TRCP 21 (f)(8) |
| PDF Documents Combined | You have submitted multiple documents for filing in a single PDF. The file-mark will only appear on documents submitted as lead documents. Please file all lead documents as separate PDF documents. | |
| Illegible/Unreadable | Please resubmit in a format that is legible. | |
| Sensitive Data | <p>Please resubmit with all sensitive data redacted:</p> <ul style="list-style-type: none"> • DL, SSN, Passport Number, Tax ID Number, Government Issued ID Number • Bank Account Number, Credit Card Number, Financial Account Number • Birth Date, Home Address and name of any person who was a minor when the suit was filed. | TRCP 21c (a-f) TRAP 9.10 |

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| | | |
|------------------------|---|--|
| Filer's Request | The filer requested that this filing be returned. | |
| Judge's Request | The judge requested that this filing be returned | |

4.8.5 DESIGNATED CONTACT FOR RETURNS FOR CORRECTION

For any document that is returned for correction, the Clerk’s contact information along with the username of the person returning the filing shall be provided unless the Clerk designates a specific person to address questions concerning returned for correction documents in which case the person’s name, phone number and email address will be provided to the filer.

4.8.6 ADDITIONAL SERVICES

A clerk may offer additional services as outlined in statute that are charged in addition to any filing fees. The following additional services are allowed to be offered in the eFiling system. A clerk may choose not to offer a particular service and eliminate it from their local configuration, however, a clerk may not add a service not shown below.

If a clerk chooses to provide additional services functionality, all of the services listed below beginning with (Title IV-D OAG Use Only) must be made available to the Title IV-D Agency. The Title IV-D Agency will use only these additional services.

| Additional Service | Statute |
|---|---|
| Administer Oath or Affirmation with Certificate and Seal | Government Code 118.101(12) |
| Adoptive Child VSU | Health and Safety Code 191.0045(d) |
| Adoptive Child DPW | Health and Safety Code 191.0045(d) |
| Attorney Ad-Litem Deposit | |
| Authenticated Certificate | Local Government Code 118.060 |
| Background Check | Local Government Code 411.1386 |
| Bill of Cost | Local Government Code 118.011(c) Government Code 51.319(3) |
| Bond Approval Fee and Recording | Local Government Code 118.052 (A) (i) Government Code 51.318(b)(6) |
| Certificate Issuance | Local Government Code 118.060 |
| Certificate of Name Change | Family Code 45.106(c) |
| Certificate of No Appeal | Local Government Code 118.060 Government Code 51.318(b)(4) |
| Certification and Seal | |
| Copies – Paper | Local Government Code 118.011(3)(B) Government Code 51.318(b)(7) |
| Copies – Electronic Converted from Paper | |
| Copies – Electronic | |
| Copies – Exemplified | Government Code 51.319(3) |
| | |
| Document over 25 pages after 120 days or upon approving order | Local Government Code 118.052(2)(B)(vi) |
| Issue Abstract of Judgment | Local Government Code 118.052(1)(C)(i) Government Code 51.318 (b)(5) |
| Issue Bench Warrant | Local Government Code 118.059 Government Code 51.318 (b)(2) |

| Additional Service | Statute |
|--|--|
| Issue Capias | Local Government Code 118.059 Government Code 51.318 (b)(2) |
| Issue Citation | Local Government Code 118.059 Government Code 51.318(b)(2) |
| Issue Citation - Certified Mail | Local Government Code 118.059 Government Code 51.318(b)(2) |
| Issue Citation – Hague Convention | Texas Rules of Civil Procedure 108a. |
| Issue Citation – Insurance Commission | Government Code 118.131(a) |
| Issue Citation - Publication | Local Government Code 118.059 Government Code 51.318(b)(2) |
| Issue Citation – Registered Mail | Local Government Code 118.059 Government Code 51.318(b)(2) |
| Issue Citation – Secretary of State | Local Government Code 118.059 Government Code 405.031(a) Civil Practice and Remedies Code 17.091 |
| Issue Citation – State Highway Commission | Government Code 118.131(a) |
| Issue Commission to Take Deposition | Local Government Code 118.059 |
| Issue Expunction – Certified Mail | Code of Criminal Procedure 102.006(a)(2 and 3) |
| Issue Expunction – Electronic | Local Government Code 118.059 Government Code 51.318(b)(2) |
| Issue Letter Rogatory | Local Government Code 118.011(c) Government Code 51.319(3) |
| Issue Letters Testamentary, Guardianship, or Administration | Local Government Code 118.052(3)(D) |
| Issue Notice of Order Suspending License | Family Code 232.008(d) |
| Issue Order of Sale | Local Government Code 118.052(1)(C)(ii) Government Code 51.318(b)(2) |
| Issue Order Staying Suspended License | Family Code 232.008(d) |
| Issue Order Vacating Suspended License | Family Code 232.013(b) |
| Issue Precept/Notice | Local Government Code 118.059 Government Code 51.318(b)(2) |
| Issue Precept – Secretary of State | Local Government Code 118.059 Government Code 51.318(b)(2) |
| Issue Protective Order | Family Code 82.042 |
| Issue Show Cause | Local Government Code 118.059 |
| Issue SR42 (Transcript of Civil Proceedings) | Local Government Code 118.059 Texas Administrative Code |
| Issue Subpoena | Local Government Code 118.059 Government Code 51.318(b)(1) |
| Issue Summons | Code of Criminal Procedure 23.03(9) |
| Issue Tax Warrant | Local Government Code 118.059 |
| Issue Temporary Restraining Order | Local Government Code 118.059 |
| Issue VS-165 (Information for SAPCR) | Family Code 105.008 |
| Issue Warrant | Government Code 51.318(b)(2) |
| Issue Writ | Local Government Code 118.059 Government Code 51.318(b)(2) |

| Additional Service | Statute |
|---|---|
| Issue Writ – Secretary of State | Government Code 51.318(b)(2) |
| Issue Writ of Attachment | Government Code 51.318(b)(2) |
| Issue Writ of Execution | Government Code 51.318(b)(2) |
| Issue Writ of Garnishment | Government Code 51.318(b)(2) |
| Issue Writ of Injunction | Government Code 51.318(b)(2) |
| Issue Writ of Scire Facias | Local Government Code 118.059 |
| Issue Writ of Sequestration | Government Code 51.318(b)(2) |
| Issue Writ of Withholding | Family Code 110.004 |
| Judge Signatures | Local Government Code 118.101(11) |
| Jury Fee | Rules of Civil Procedure 216 Government Code 51.604(a) |
| OPR Double Recording Fee 1 st Page | Local Government Code 191.007 |
| OPR Double Recording Fee for Additional Pages | Local Government Code 191.007 |
| OPR Recording Fee 1 st Page | Local Government Code 118.013 |
| OPR Recording Fee for Additional Pages | Local Government Code 118.013 |
| Postage (1-5 Pages) | Civil Practice and Remedies Code 17.025 |
| Postage (6-10 Pages) | Civil Practice and Remedies Code 17.025 |
| Postage (11-15 Pages) | Civil Practice and Remedies Code 17.025 |
| Postage (16-20 Pages) | Civil Practice and Remedies Code 17.025 |
| Postage (21-25 Pages) | Civil Practice and Remedies Code 17.025 |
| Postage (26-30 Pages) | Civil Practice and Remedies Code 17.025 |
| Postage (31-35 Pages) | Civil Practice and Remedies Code 17.025 |
| Postage (36-40 Pages) | Civil Practice and Remedies Code 17.025 |
| Postage (41-45 Pages) | Civil Practice and Remedies Code 17.025 |
| Postage (46-50 Pages) | Civil Practice and Remedies Code 17.025 |
| Postage (51-150 Pages) | Civil Practice and Remedies Code 17.025 |
| Postage (151-1300 Pages) | Civil Practice and Remedies Code 17.025 |
| Postage (1300+ Pages) | Civil Practice and Remedies Code 17.025 |
| Postage (1oz Letter to Canada/Mexico) | Civil Practice and Remedies Code 17.025 |
| Postage (1oz Letter International) | Civil Practice and Remedies Code 17.025 |
| Postage (Large APO/DPO/FPO Box) | Civil Practice and Remedies Code 17.025 |
| Post Judgment – Issue Citation | Local Government Code 118.052(1)(C)(ii) |
| Post Judgment – Issue Citation – Certified Mail | Local Government Code 118.052(1)(C)(ii) |
| Post Judgment – Issue Citation - Publication | Local Government Code 118.052(1)(C)(ii) |
| Post Judgment – Issue Citation – Secretary of State | Local Government Code 118.052(1)(C)(ii) |
| Post Judgment – Issue Commission to Take Deposition | Local Government Code 118.052(1)(C)(ii) |
| Post Judgment – Issue Letters | Local Government Code 118.052(1)(C)(ii) |
| Post Judgment – Issue Order of Sale | Local Government Code 118.052(1)(C)(ii) |
| Post Judgment – Issue Precept/Notice | Local Government Code 118.052(1)(C)(ii) |
| Post Judgment – Issue Show Cause | Local Government Code 118.052(1)(C)(ii) |
| Post Judgment – Issue Subpoena | Local Government Code 118.052(1)(C)(ii) |
| Post Judgment – Issue Tax Warrant | Local Government Code 118.052(1)(C)(ii) |

| Additional Service | Statute |
|--|--|
| Post Judgment – Issue Temporary Restraining Order | Local Government Code 118.052(1)(C)(ii) |
| Post Judgment – Issue Writ | Local Government Code 118.052(1)(C)(ii) |
| Record Search | Local Government Code 118.052(3)(G) Government Code 51.318 (b)(3) |
| Service – Additional Copy | Texas Rules of Civil Procedure 736.3 (c) |
| Service – Certified Mail | Local Government Code 118.063 Government Code 51.319(2) |
| Service – Certified Mail – Expedited Foreclosure | Texas Rules of Civil Procedure 736.3 (b) |
| Service – Constable – Certified Mail | Local Government Code 118.131(a) |
| Service – Constable – Fraudulent Liens | TRCP 12.005(b)(2) |
| Service – Constable – Order of Sale/Writ of Execution | Local Government Code 118.131(a) |
| Service – Constable – Personal Service | Local Government Code 118.131(a) |
| Service – Constable – Posting | Local Government Code 118.131(a) |
| Service – Constable – Publication | Local Government Code 118.131(a) |
| Service – Constable – Subpoena – More than five days | Local Government Code 118.131(a) |
| Service – Constable – Subpoena – Less than five days | Local Government Code 118.131(a) |
| Service – Constable – Tax Sale | Local Government Code 118.131(a) |
| Service – Constable – Writ- (Precinct) - (List writ type if applicable) ² | Local Government Code 118.131(a) |
| Service – Constable – All Other | Local Government Code 118.131(a) |
| Service – Publication | Local Government Code 118.011(c) Government Code 51.319(3) |
| Service – Registered Mail | Local Government Code 118.063 Government Code 51.319(2) |
| Service – Sheriff – Certified Mail | Local Government Code 118.131(a) |
| Service – Sheriff – Fraudulent Liens | TRCP 12.005(b)(2) |
| Service – Sheriff – Order of Sale | Local Government Code 118.131(a) |
| Service – Sheriff – Personal Service | Local Government Code 118.131(a) |
| Service – Sheriff – Posting | Local Government Code 118.131(a) |
| Service – Sheriff – Publication | Local Government Code 118.131(a) |
| Service – Sheriff – Subpoena – More than five days | Local Government Code 118.131(a) |
| Service – Sheriff – Subpoena – Less than five days | Local Government Code 118.131(a) |
| Service - Sheriff – Writ – (List writ type if applicable) ³ | Local Government Code 118.131(a) |

² Local Government Code 118.131(a) allows a commissioners court to set fees for the services of sheriffs and constables. In instances where the commissioners court sets different amounts for different types of writs, clerks may designate the type of writ and have multiple “Service-Constable-Writ” services available.

³ Local Government Code 118.131(a) allows a commissioners court to set fees for the services of sheriffs and constables. In instances where the commissioners court sets different amounts for different types of writs, clerks may designate the type of writ and have multiple “Service-Sheriff-Writ” services available.

| Additional Service | Statute |
|--|----------------------------------|
| Service - Sheriff - All Other | Local Government Code 118.131(a) |
| (Title IV-D OAG Use Only) Citation Issuance | Family Code 231.202(1) |
| (Title IV-D OAG Use Only) Citation Issuance - TRCP R 106 Sub Service | Rules of Civil Procedure 106 |
| (Title IV-D OAG Use Only) Citation Issuance - Publication | Rules of Civil Procedure 116 |
| (Title IV-D OAG Use Only) Citation Issuance - Certified Mail | Family Code 231.202(4)(A) |
| (Title IV-D OAG Use Only) Precept Issuance | Family Code 231.202(1) |
| (Title IV-D OAG Use Only) Precept Issuance - TRCP R 106 Sub Service | Rules of Civil Procedure 106 |
| (Title IV-D OAG Use Only) Precept Issuance - Publication | Family Code 231.202(1) |
| (Title IV-D OAG Use Only) Precept Issuance - Certified Mail | Family Code 231.202(4)(A) |
| (Title IV-D OAG Use Only) Subpoena Issuance by Clerk | Family Code 231.202(6) |
| (Title IV-D OAG Use Only) Service of Process through Law Enforcement | Family Code 231.202(4)(A) |
| Z-(County Use Only) - Service - Constable - (List service type) - (List precinct number) ⁴ | |

⁴ In some counties, clerks use additional services to route money to the appropriate general ledger accounts. In these cases, clerks can use "Z-(County Use Only) - Service - Constable" additional services to route to the appropriate account. In these cases, the services listed should be associated with an existing "Service - Constable" type of additional service that the filer would normally use.

5 DOCUMENT ACCESS CONFIGURATIONS

Below are the configurations to be used in the document access system provided by OCA for district, county court at law, probate, and constitutional county courts.

It is important to note that these standards only apply to the electronic document access system which is a delivery system and are NOT standards for a county case management or document management system.

5.1 ROLE DEFINITIONS

The following roles are defined for the electronic document access system:

Role 1 — Judge. “Judge” means any sitting judge on the Supreme Court, the Court of Criminal Appeals, the intermediate Courts of Appeals, the District Courts, the County Courts, and the County Courts at Law, together with associate judges and designated court staff. Justice court judges and municipal court judges are not included at this time.

Role 2 — Firm on the Case, Visiting Judge. “Firm on the Case” means an attorney licensed in Texas who has made an appearance in the case or any staff associated with that firm. This term includes other attorneys, staff, paralegals, or other persons authorized by the firm administrator. “Visiting Judge” means a qualified judge assigned to a specific case or docket for a temporary period.

Role 3 — Clerk. “Clerk” means the custodian of the official record, including district and county clerks and deputy clerks and staff necessary for the performance of the clerk’s duties.

Role 4 – Licensed Attorney. A Licensed Attorney is an attorney licensed by the State of Texas that does not fall into Role 1 (Judge), Role 2 (Attorney on the Case, Visiting Judge), or Role 3 (Clerk).

Role 5 – Registered User. A Registered User is a user that does not fall into Role 1 (Judge), Role 2 (Attorney on the Case, Visiting Judge), Role 3 (Clerk), Role 4 (Licensed Attorney) and registers with the Document Access System.

5.2 ROLE PERMISSIONS

The roles defined in Section 5.1 above are given the following permission:

Role 1 – Judges - A Judge may access all case index information and all electronically filed documents in any case in any court.

Role 2 – Attorney on the Case, Visiting Judge. An Attorney on the Case may access case index information and all electronically filed documents for any case in which he or she is attorney of record or has made an appearance in the case. A Visiting Judge may access case index information and all electronically filed documents in a case to which he or she is assigned.

Role 3 – Clerk. For purposes of the Document Access System, a Clerk has the same permission level as a Judge for cases filed in the district or county. A Clerk may access case index information and all electronically filed documents for any case in the district or county. Additionally, Clerks will have access to reports and other system features that will allow them to configure systems and to provide them with additional information concerning their offices.

Role 4 – Licensed Attorney. Licensed Attorneys can access case index information and all publicly available electronically filed documents relating to any case in which they may have an interest. This would exclude cases and documents that are restricted by Court Order, Rule or Statute including documents containing un-redacted sensitive data (“Restricted Documents”).

Role 5 – Registered Users. Registered Users can access case index information and publicly available electronically filed documents in accordance with the Section 5.3. Additionally, Registered User access does not include cases and documents that are restricted by Court Order, Rule and Statute including unredacted documents marked as containing Sensitive Data (collectively referred to as “Restricted Documents”).

5.3 REGISTERED USER MATRIX

The permissions outlined below mirror the eFiling Case Categories and Case Types found in eFiling and apply only to Registered Users (Role 5) of the system.

Index Info – an X indicates that for this case type, case index information is shown. “Restyle” indicates that the case style should be changed to protect the identities of minors.

Images – an X indicates that document images are available for this case type.

Delay – indicates the number of days delay before the case information and/or documents may be accessed by registered users.

5.3.1 CIVIL CASES

| Case Category Code | Case Type Codes | Index Info | Images | Delay |
|--------------------|---|------------|--------|-------|
| Civil – Contract | Debt/Contract – Consumer/DTPA | X | X | |
| | Debt/Contract – Debt/Collection | X | X | |
| | Debt/Contract – Fraud/Misrepresentation | X | X | |
| | Debt/Contract – Other | X | X | |
| | Evictions – Commercial | X | X | |
| | Evictions – Residential (filed in JP Courts) | | | |
| | Evictions – Residential (appealed to county courts) | X | X | 180 |
| | Foreclosure – Home Equity-Expedited | X | X | |
| | Foreclosure – Other | X | X | |

| Case Category Code | Case Type Codes | Index Info | Images | Delay |
|--------------------------|--|------------|--------|-------|
| | Franchise | X | X | |
| | Home Owners Association | X | X | |
| | Insurance | X | X | |
| | Other Landlord/Tenant - Commercial | X | X | |
| | Other Landlord/Tenant - Residential | X | X | |
| | Non-Competition | X | X | |
| | Partnership | X | X | |
| | Other Contract | X | X | |
| Civil - Employment | Discrimination | X | X | |
| | Retaliation | X | X | |
| | Termination | X | X | |
| | Workers' Compensation | X | X | |
| | Other Employment | X | X | |
| Civil - Injury or Damage | Assault/Battery | X | X | |
| | Construction | X | X | |
| | Defamation/Libel/Slander | X | X | |
| | Malpractice - Accounting | X | X | |
| | Malpractice - Legal | X | X | |
| | Malpractice - Medical | X | X | |
| | Malpractice - Other Professional Liability | X | X | |
| | Motor Vehicle Accident | X | X | |
| | Premises | X | X | |
| | Product Liability - Asbestos/Silica | X | X | |
| | Product Liability - Other | X | X | |
| | Other Injury or Damage | X | X | |
| Civil - Other Civil | Administrative Appeal | X | X | |
| | Antitrust/Unfair Competition | X | X | |
| | Appeal from a Lower Court | X | X | |
| | Bill of Review | X | X | |
| | Code Violations | X | X | |
| | Communicable Disease | | | |
| | Cruelly Treated Animal | X | X | |
| | Dangerous Dog | X | X | |
| | Dog Causing Death or Serious Injury | X | X | |
| | Driver's License Suspension Hearing | X | X | |
| | Emergency Mental Health | | | |
| | Foreign Judgment | X | X | |
| | Fraudulent Liens | X | X | |
| | Garnishment | X | X | |
| | Intellectual Property | X | X | |
| | Judicial Review- Fraudulent Documents | X | X | |
| | Lawyer Discipline | X | X | |
| | Order for Entry and Property Retrieval | X | X | |
| | Perpetuate Testimony | X | X | |
| | Protective Order (Non-Domestic Relations) | X | X | |

| Case Category Code | Case Type Codes | Index Info | Images | Delay |
|-------------------------------------|---|------------|--------|-------|
| | Securities/Stock | X | X | |
| | Tortious Interference | X | X | |
| | Toll Road | X | X | |
| | Tow Hearing | X | X | |
| | Transfer Structured Settlement Payment Rights | | | |
| | Truancy | | | |
| | Turnover | X | X | |
| | Writ of Sequestration | X | X | |
| | Writ to Retrieve Judgment | X | X | |
| | Other Civil | X | X | |
| Civil – Real Property | Condemnation | X | X | |
| | Eminent Domain | X | X | |
| | Partition | X | X | |
| | Quiet Title | X | X | |
| | Tax Appraisal | X | X | |
| | Trespass to Try Title | X | X | |
| | Other Property | X | X | |
| Civil – Related to Criminal Matters | Expunction | | | |
| | Judgment Nisi | X | X | |
| | Non-Disclosure | | | |
| | Occupational Driver’s License | X | X | |
| | Seizure/Forfeiture | X | X | |
| | Sexual Predator (Health & Safety Code 841) | X | X | |
| | Stolen or Seized Property | X | X | |
| Civil – Tax | Other | X | X | |
| | Tax Delinquency | X | X | |
| | Other Tax | X | X | |

5.3.2 FAMILY CASES

| Case Category Code | Case Type Codes | Index Info | Docs Show | Delay |
|--------------------------------------|---|------------|-----------|-------|
| Family– Marriage Relationship | Annulment with Children | ReStyle | | 31 |
| | Annulment No Children | X | | 31 |
| | Declare Marriage Void with Children | ReStyle | | 31 |
| | Declare Marriage Void | X | | 31 |
| | Divorce with Children | ReStyle | | 31 |
| | Divorce No Children | X | | 31 |
| Family– Other Family Law | Adult Adoption | | | |
| | Register Foreign Judgment <i>See Family Code §152.315</i> | ReStyle | | 31 |
| | Garnishment/income withholding for support. <i>See Family Code §158.001</i> | ReStyle | | 31 |

| | | | | |
|--|--|---------|--|----|
| | Habeas Corpus under Family Code Chapter 157 to regain rightful possession of child | ReStyle | | 31 |
| | Name Change – Adult | | | |
| | Name Change – Minor | | | |
| | Protective Order | | | |
| | Removal of Disabilities of Minor | | | |
| | Unaccompanied Alien Child | | | |
| | Other | X | | 31 |
| Family- Parent-Child Relationship | Adoption/Adoption with Termination | | | |
| | Child Protection | | | |
| | Child Protection (Gov. Code 24.620) | | | |
| | Child Support | ReStyle | | 31 |
| | Custody or Visitation | ReStyle | | 31 |
| | Gestational Parenting | | | |
| | Grandparent Access | ReStyle | | 31 |
| | Parentage/Paternity/Voluntary Legitimation | Restyle | | 31 |
| | Termination of Parental Rights | ReStyle | | 31 |
| | Other Parent-Child | ReStyle | | 31 |
| Family- Post-judgment Actions | Enforcement | ReStyle | | 31 |
| | Modification – Custody | ReStyle | | 31 |
| | Modification – Other | ReStyle | | 31 |
| Family- Title IV-D (OAG Use Only) | (Title IV-D OAG Use Only) Establishment | ReStyle | | 31 |
| | (Title IV-D OAG Use Only) Paternity | ReStyle | | 31 |
| | (Title IV-D OAG Use Only) Interstate – No TX Cause | ReStyle | | 31 |
| | (Title IV-D OAG Use Only) Interstate – Existing TX Cause | ReStyle | | 31 |
| | (Title IV-D OAG Use Only) Enforcement | ReStyle | | 31 |
| | (Title IV-D OAG Use Only) Intervention | ReStyle | | 31 |
| | (Title IV-D OAG Use Only) Other – Billed | ReStyle | | 31 |
| | (Title IV-D OAG Use Only) Other – Not Billed | ReStyle | | 31 |
| | (Title IV-D OAG Use Only) Capias/Writ | ReStyle | | 31 |
| | (Title IV-D OAG Use Only) Service Documents | ReStyle | | 31 |

5.3.3 PROBATE CASES

| Case Category Code | Case Type Codes | Index Info? | Docs Show? | Delay |
|--------------------|----------------------------|-------------|------------|-------|
| Probate | Dependent Administration | X | X | |
| | Independent Administration | X | X | |
| | Foreign Will | X | X | |
| | Letters Testamentary | X | X | |
| | Muniment of Title | X | X | |
| | Other Estate Proceedings | X | X | |

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|------------------------|---|---|---|--|
| | Small Estate Proceedings | X | X | |
| | Open Safety Deposit Box | X | X | |
| Probate – Guardianship | Guardianship – Adult | | | |
| | Guardianship – Minor | | | |
| | Guardianship Management Trust | X | X | |
| | Sale of Property | X | X | |
| Probate – Other | Emergency Mental Health | | | |
| | Other Probate | X | X | |
| | Relief from Firearms Disability | X | | |
| | Condemnation/Eminent Domain (Bexar/Denton/Travis County Only) | X | X | |

5.3.4 MDL CASES

| Case Category Code | Case Type Codes | Index Info? | Docs Show? | Delay |
|--|--------------------------|--------------------|-------------------|--------------|
| Multi-District Litigation (MDL) | MDL – Asbestosis | X | X | |
| | MDL – GM Ignition Switch | X | X | |
| | MDL – Hailstorm | X | X | |
| | MDL – Hurricane Ike | X | X | |
| | MDL – Product Liability | X | X | |

5.3.5 FOURTEEN COURTS OF APPEALS

| Case Category Code | Case Type Codes | Index Info? | Docs Show? | Delay |
|--|--|-------------|------------|-------|
| Civil – Contract | All Cases | X | X | |
| Civil – Employment | Workers Compensation | X | X | |
| | Other Employment | X | X | |
| Civil – Injury or Damage | Personal Injury | X | X | |
| | Professional Malpractice | X | X | |
| Civil – Other Civil | Administrative Appeal | X | X | |
| | Corporation/Partnership | X | X | |
| | Election – Original Proceeding | X | X | |
| | Election – Appeal | X | X | |
| | Governmental Immunity | X | X | |
| | Insurance | X | X | |
| | Lawyer Discipline | X | X | |
| | Mandamus | X | X | |
| | Oil and Gas | X | X | |
| | Prohibition | X | X | |
| | Securities/Stock | X | X | |
| | Other Civil | X | X | |
| | Civil – Real Property | All Cases | X | X |
| Civil – Related to Criminal Matters | Expunction | | | |
| | Non-Disclosure | | | |
| | Seizure/Forfeiture | X | X | |
| Civil – Tax | All Cases | X | X | |
| Family – Marriage Relationship | Marriage Dissolution | X | X | |
| | Divorce | X | X | |
| Family – Parent-Child Relationship | SAPCR (Suit Affecting Parent-Child Relationship) | X | X | |
| | Termination of Parental Rights | X | X | |
| Family – Title IV-D (OAG Use Only) | All Cases | X | X | |
| Juvenile | All Cases | X | X | |
| Probate | Estate Proceedings and Administration | X | X | |
| | Guardianship | X | X | |
| | Mental Health | X | X | |