



# OFFICE OF COURT ADMINISTRATION

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Administrative Director

## MUNICIPAL COURT REPORT OF CHANGE IN STATUS

**Court Name:**

**New Court or Court Reactivated**

**Creation Date or Date Reactivated:**

**Address:**

**City:**

**ZIP Code:**

**Phone:**

**Fax:**

**Court Email:**

**Website:**

**Case Management System Vendor:**

[Court of Record?](#)  No

Yes, established by:

Local Ordinance

State Legislative Enactment

Please also complete and submit a **Report of Change/Vacancy in Municipal Court Judge** for each judge of the court.

Existing court, but newly established [Court of Record](#)

Established by:

Local Ordinance

State Legislative Enactment

Existing court, but no longer a [Court of Record](#)

Court Abolished

**Date Abolished:**

**Contact information of person submitting report:**

**Name:**

**Phone:**

**Email:**

Return by email to [DirectoryUpdates@txcourts.gov](mailto:DirectoryUpdates@txcourts.gov), fax to (512) 463-1865, or mail to the attention of Judicial Information at the P.O Box listed above.