Updated: 09/23/2026

JUDICIAL BRANCH CERTIFICATION COMMISSION

COMPLAINT FORM

SUBMIT COMPLETED FORM TO:

Judicial Branch Certification Commission, Certification Division
PO Box 12066, Austin, TX 78711
compliancedepartment@txcourts.gov

REQUIRED: Use this official form. Complete and sign it. Do not alter its wording or format.

The Commission requires this form for a complaint. Attach additional numbered pages if needed.

To file a complaint against a Certified Court Reporter, Court Reporting Firm, Certified Guardian, Certified Process Server, or Licensed Court Interpreter, complete this form. Your identity is not confidential. A copy of the complaint and related documents, including your name and contact information, will be sent to the Respondent. Information provided may be released to the public.

COMPLAINANT'S INFORMATION: You, as the complaining party

Name:					
Mailing Address:					
City:		**State:**		**Zip Code:**	
Daytime Phone:		**Alternate Phone:**		**Fax:**	
Email:					

RESPONDENT'S INFORMATION: The person or firm you are complaining about

Name:					
Company or Firm:					
Mailing Address:					
City:		**State:**		**Zip Code:**	
Phone:		**Fax:**			
Email:					
License, Certification, or Registration Number:					

Please select the Respondent's certification, registration, or license type:

- ☐ **Court Reporter**
- ☐ **Court Reporting Firm**
- ☐ **Certified Guardian**
- ☐ **Certified Process Server**
- ☐ **Licensed Court Interpreter**

Please describe your complaint in detail. Include names, dates, locations, and the facts surrounding your allegations. Attach supporting documentation to this complaint. Additional pages may be used if needed. Number all additional pages.

Signature required

Complainant's Signature

Date

Judicial Branch Certification Commission | PO Box 12066, Austin, TX 78711
(Office) 512-475-4368 (Ext. 6) | www.txcourts.gov/jbcc | compliancedepartment@txcourts.gov