

## **NOTICE**

### ***E-File Mandate effective July 1, 2016 for Garza County***

Per the Texas Supreme Court mandate miscellaneous order MD 12-9208, all documents that are part of civil matters must be e-filed. The mandate is effective July 1, 2016 for Garza County.

The District and County Clerk's Office started accepting e-filing on a permissive basis on April 2, 2015.

Mailed documents postmarked July 1, 2016 or later will be returned **unfiled** so that you may e-file them accordingly. Mailed documents postmarked prior to July 1, 2016 will still be accepted and filed.

Documents brought in to the District and County Clerk's office prior to July 1, 2016 will be accepted over the counter for filing. Documents brought in to the District and County Clerk's Office on or after July 1, 2016 will **not** be accepted for filing over the counter.

This mandate does not apply to individuals who are ***not represented*** by attorneys.

#### **Exceptions to e-filing:**

Wills are not required to be filed electronically. The original Will must be presented to the Clerk's office within 3 business days after the application is filed.

The following documents **must not** be filed electronically:

Documents filed under seal or presented to the court in camera; and

Documents to which access is otherwise restricted by law or court order.

Please visit [www.efiletexas.gov](http://www.efiletexas.gov) for registration information and for additional information to assist with electronic filing.

Respectfully,

Jim Plummer