IN THE SUPREME COURT OF TEXAS

	Misc. Docket No. 07 3∪0 ∠	
	PPROVING LOCAL RULES FOR THE DISTRICT COURTS OF SAN PATRICIO COUNTY CONCERNING FACSIMILE FILING at: t to Texas Rule of Civil Procedure 3a, the following Local Rules for the District atricio County Concerning Facsimile Filing are approved.	
ORDERED that:		
In Chambers, this $\frac{\widehat{\mathcal{S}}}{\widehat{\mathcal{S}}}$	day of April, 2007.	
•	Wallace B. Jefferson, Chief Justice	
	Nathan L. Hecht, Justice	
	Harriet O'Neill, Justice	

J. Dale Wainwright, Justice David M. Medina, Justice Phil Johnson, Justice Don R. Willett, Justice

ORDER FOR THE DISTRICT CLERK OF \$ IN THE DISTRICT COURTS

SAN PATRICIO COUNTY TO ACCEPT PLEADINGS \$

BY FAX \$ SAN PATRICIO COUNTY

JOINT ORDER OF THE 36TH, 156TH, and 343RD JUDICIAL DISTRICT COURTS OF SAN PATRICIO

COUNTY, TEXAS, PURSUANT TO TEXAS GOVERNMENT CODE SECTIONS 51.803, 51.807

CONCERNING FAX FILING.

On this date the undersigned, the District Judges of San Patricio County, having determined that the District Courts of San Patricio County have the need to receive pleadings by fax, find it necessary to adopt local rules for the procedure of fax filing.

It is hereby ORDERED that the rules attached herein in Exhibit "A" and made a part of this order for all purposes are hereby adopted and shall include by reference the Local Rules of the District Courts of San Patricio County.

Signed this 2007.

Judge Michael E. Welborn, 36th District Court

Judge Joel B. Johnson, 156 District Court

Judge Janna K. Whatley, 343rd District Court

EXHIBIT A

RULES GOVERNING THE PROCEDURE FOR THE DISTRICT CLERK OF SAN PATRICIO COUNTY TO RECEIVE AND FILE ELECTRONICALLY TRANSMITTED COURT DOCUMENTS

The following rules govern the procedure for the District Clerk of San Patricio County ("the clerk") to receive and file electronically transmitted court documents.

- The clerk is authorized to accept filing via electronic transmission any document which might be filed in a court action except: (a) returns of service on issuances; (b) bonds; (c) signed orders or judgments; (d) documents not on 8 ½ x 11 inch paper.
- 2. Documents electronically transmitted for filing will be received by the clerk on a plain paper facsimile and printed by laser printer, thereby rendering the copy of archival quality. No document printed on thermal paper shall be filed.
- 3. Court costs, fees and electronic transmission filing fees may be paid by a credit card approved by the clerk. Credit card charges will be added to the transaction. Documents tendered to the clerk electronically without payment of court costs, fees and electronic transmission fees, with incomplete information on the charge authorization or request, or which do not conform to applicable rules, will not be filed.
- 4. A fee schedule for electronic filing shall be adopted annually by the clerk and approved by the local courts.
- 5. An electronically transmitted document accepted for filing will be recognized as the original record for file or for evidentiary purposes when it bears the clerk's official date and time file stamp.
- 6. Every document electronically transmitted for filing shall conform to the requirements for filing established by the Texas Rules of Civil Procedure, i.e., shall be on paper measuring approximately 8 ½ x 11 inches, shall be signed individually by the party or identification number, if any, address, telephone number and telecopier number. The quality of the original hard copy shall be clear and dark enough to transmit legibly.
- 7. The sender shall maintain the original of the document with original signature affixed as required by section 51.806, Texas Government Code.
- 8. A cover sheet must accompany every transmission which shall: (a) clearly identify the sender, the documents being transmitted, and the number of pages; (b) have clear and concise instructions concerning issuance or other request; and (c)

have complete information on the charge authorization for court costs and fees.

- 9. The clerk, upon receipt of an electronically transmitted document, shall verify the completeness of the transmission.
- 10. The clerk, when satisfied that the transmission is complete, shall confirm the charge authorization and note the authorization code and cost receipt. Thereafter, the documents tendered electronically shall be deemed accepted for filing and the clerk shall affix the clerk's official date and time stamp to the document.
- 11. If the transmission is found to be incomplete or court costs or fees, if required, are not paid, the clerk will notify the sender as soon as practicable that the transmission has not been filed and the reason.
- 12. After filing an electronically transmitted document, the clerk will electronically transmit to the sender, an acknowledgment of the filing, together with cost receipt, if any.
- 13. No citation or writ bearing the official seal of the court may be transmitted electronically.
- 14. Electronic transmission of a document does not constitute filing. Filing is complete when the clerk's official date and time file stamp is affixed to the document.
- 15. Each page of any document received by the clerk will be automatically imprinted with the date and time of receipt. The date and time imprinted on the last page of a document will determine the time of receipt but not time of filing. Transmissions completed during a normal business day before 12:00 midnight shall be filed as of the day they are received. If a transmission is received after 4:00 pm, the clerk shall verify receipt and filing before 10am on the first business day following receipt of transmission. Transmissions completed on weekends or holidays will be verified and filed before 10am on the first business day following receipt of transmission. The sender is responsible for determining if there are any changes in normal business hours.

CERTIFICATE OF APPROVAL

As Presiding Judge of the Fourth Administrative Judicial Region, I hereby approve the enclosed Proposed Rules and forward them to the Texas Supreme Court for its

consideration.

David Puepus

DAVID PEEPLES, PRESIDING JUDGE

4-16-07

(Date)