

The employees in the Lamar County District Clerk's Office are not attorneys; therefore, it is unlawful for them to give you any legal advice

Please Do Not Ask Clerks For Legal Advice

Unauthorized Practice of Law Government Code, Sec. 81.101

Clerks can not give advice or the rendering of any service requiring the use of legal skill or knowledge, such as preparing any instrument.

Por Favor No Pida Las Oficinistas Consejo Legal

Practica Desautorizada De La Ley
Codigo Del Gobierno, Sec. 81.101

Las oficinistas no pueden dar consejo o la representacion de ningun servicio que requiere el uso de la habilidad o del conocimiento legal, tal como preparacion de ningun instrumento.

INFORMATION FOR FILING A DIVORCE – PRO SE – LAMAR COUNTY

THE DISTRICT CLERK’S OFFICE DOES NOT SUPPLY FORMS NECESSARY TO FILE FOR DIVORCE. WE ARE NOT ATTORNEYS AND ARE LEGALLY PROHIBITED FROM GIVING ANY LEGAL ADVICE.

If you intend to represent yourself “Pro Se” (without the assistance of an attorney) you must have knowledge to prepare and file the necessary pleadings and present your case to the Court.

Forms for filing your own divorce are available online at TexasLawHelp.org , in a book sold at the local bookstores on “How To Do Your Own Texas Divorce”, on the internet or at the Paris Public Library. You may also find information on how to file for divorce by doing research at a law library.

PROCEDURES FOR FILING YOUR OWN DIVORCE

Before you can file for divorce, there are several things that must take place.

1. You must have a completed “Original Petition for Divorce” and 2 copies. **WE DO NOT HAVE THESE FORMS.**
2. You must have a “Standing Restraining Order” attached to your petition as the last page. That form is attached to these instructions and marked as “Form #1”.
3. You must have a completed “vital statistics form”. That form is attached to these instructions and marked as “Form #2”.
4. You must have a completed “Civil Case Information Sheet”. That form is attached to these instructions and marked as “Form #3”.
5. If children are involved in the divorce you must complete an informational sheet in order for child support to be setup. That form is attached to these instructions and marked as “Form #4”.

BRING ALL THESE FORMS TO THE CLERK’S OFFICE ALONG WITH THE FILING FEE.

The filing fees are:

Divorce where spouse signs a waiver (agrees to divorce)\$ 279.00

Divorce with a citation (does not agree) in Lamar County.....\$ 287.00

DUE AT THE TIME OF FILING.

Your petition will be filed and assigned a cause number and court. Please have this information available when contacting our office concerning your case. The District Clerk phone number is 903-737-2427. Our hours are 8:00 AM to Noon and 1:00 P.M. to 5:00 PM.

The petition must be on file for at least **60 days** before the final hearing can be held. After **45 days** from the filing of your petition you may call to obtain a final hearing date. To obtain a hearing first determine which court your case is in and call:

62nd District Court call 903-737-2434

6th District Court call 903-737-2432

County Court at Law call 903-782-1104

When you report to the appropriate courtroom for your final hearing you must bring your **completed** Divorce Decree and **2 copies. WE DO NOT HAVE THESE FORMS.**

******The Court can not and will not prepare your decree for you. The court can not be both the Judge and lawyer in the case. As such, the judge will not review the decree for correctness or legal sufficiency.*

******If your divorce involves either real property or children the standard forms WILL NOT apply. Your decree must address all issues involving children including child support, visitation, health insurance and what type of custodial relationship each parent is to have.*

******If real property is an issue the decree must specify not only who is to receive the property but also must perfect any liens, convey any deeds, and allocate costs associated with the property including taxes and insurance.*

You must know how to present your case in the courtroom. The judge CAN NOT help you.

YOU MAY ALSO RECEIVE CERTIFIED COPIES OF YOU DECREE AT THIS TIME. THE COST IS \$1 PER PAGE.

THE DISTRICT CLERK'S OFFICE CANNOT LEGALLY HELP YOU WITH ANY ADDITIONAL INFORMATION.

Thank you,



SHAWNTEL GOLDEN
DISTRICT CLERK, LAMAR COUNTY

**LAMAR COUNTY STANDING ORDER REGARDING CHILDREN, PROPERTY
AND CONDUCT OF THE PARTIES**

NO PARTY TO THIS LAWSUIT HAS REQUESTED THIS ORDER. Rather, this order is a standing order of the Lamar County District Courts and the Lamar County Court at Law (hereinafter "the Courts") that applies in every marriage dissolution suit and every suit affecting the parent-child relationship filed in Lamar County, except cases initiated by the Attorney General of Texas or the Department of Family Protective and Regulatory Services. The Courts have adopted this order because the parties and their children should be protected and their property preserved while the lawsuit is pending before the Courts.

IT IS THEREFORE ORDERED:

1. **NO DISRUPTION OF CHILDREN.** All parties are ORDERED to refrain from doing the following acts concerning any child the subject of this suit:
 - a. removing any child from the State of Texas, acting directly or in concert with others, without written agreement from all parties or a court order;
 - b. disrupting or withdrawing any child from the school or day-care facility where the child is presently enrolled without written agreement of all parties or a court order;
 - c. hiding or secreting any child from any party;
 - d. changing any child's current place of abode without the written agreement of all parties or a court order;
 - e. disturbing the peace of any child;
 - f. making disparaging remarks regarding any party or any party's family in the presence or within the hearing of any child; and,
 - g. using or possessing any dangerous drug or controlled substance, not prescribed by a physician, during any period of possession of any child or 12 hours before.

2. **CONDUCT OF THE PARTIES DURING THIS CASE.** All parties are ORDERED to refrain from doing the following acts:
 - a. Using vulgar, profane, obscene or indecent language, or a coarse or offensive manner, while communicating with any party or child, whether in person, by telephone or in writing (including text messaging or other forms of electronic communication such as email or fax).
 - b. threatening another party or any child in person, by telephone or in writing (including text messaging or other forms of electronic communication such as email or fax) to take unlawful action against any person.
 - c. placing one or more telephone calls to any party, at an unreasonable hour, in an offensive or repetitious manner, anonymously or without a legitimate purpose of communication.

- d. opening, diverting, withholding or interfering with the delivery of mail addressed to any party;
- e. causing bodily injury to any party or child of any party;
- f. changing any party's password or access to code to an account at any business, financial institution, computer network, social networking site and the like without that party's express, written consent.

3. **PRESERVATION OF PROPERTY.** If this is a suit to dissolve a marriage, both parties to the marriage are ORDERED to refrain from the following acts:
- a. destroying, removing, concealing, encumbering, transferring or otherwise harming or reducing the value of any item of property of one or both of the parties;
 - b. misrepresenting or refusing to disclose to the other party or to the Court, on proper request, the existence, amount or location of any property of one or both of the parties;
 - c. damaging or destroying the tangible property of one or both of the parties, including any document that represents or embodies anything of value;
 - d. tampering with the tangible property of one or both of the parties, including any document that represents or embodies anything of value, and causing any pecuniary loss to the other party;
 - e. incurring any indebtedness except as specifically authorized by this order;
 - f. making withdrawals from any account for any purpose except as specifically authorized by this order;
 - g. withdrawing or borrowing in any manner for any purpose from any retirement, profit-sharing, pension, death or other employee benefit plan or employee savings plan or from any individual retirement account (IRA) or Keogh account, except as specifically authorized by this order;
 - h. signing or endorsing the other party's name on any negotiable instrument or attempting to negotiate any negotiable instrument payable to the other party without the personal signature of the other party;
 - i. taking any action to terminate or limit credit or debit cards in the name of the other party;
 - j. taking any action to obtain credit in the name of the other party;
 - k. entering, operating or exercising control over any motor vehicle in the possession of the other party;
 - l. discontinuing or reducing the withholding for federal income taxes on wages or salary while this suit is pending;
 - m. terminating or in any manner affecting any utility (gas, water, electric, etc...) or contract services (security, pest control, landscaping, etc...) at any property owned, occupied or controlled by the other party or in any manner attempting to withdraw any deposits for service in connection with such services.

4. **SPECIFIC AUTHORIZATION IN MARRIAGE DISSOLUTION**

CASES. If this is a case to dissolve a marriage, the parties to the marriage are specifically authorized to do the following:

- a. to engage in acts reasonable and necessary to the conduct of the party's usual business and occupation;
- b. to make expenditures and incur indebtedness for reasonable attorney's fees and expenses in connection with this suit;
- c. to make expenditures and incur indebtedness for reasonable and necessary living expenses for food, clothing, shelter, transportation and medical care;
- d. to make withdrawals from accounts in financial institutions only for the purposes authorized by this order.

5. **PERSONAL AND BUSINESS RECORDS IN MARRIAGE**

DISSOLUTION CASES. If this is a case to dissolve a marriage, the parties to the marriage are ORDERED to refrain from doing the following:

- a. concealing, destroying, disposing of or altering in any manner family records, property records, business records or any records of income, debts, liabilities or other obligations;
- b. falsifying any writing or record relating to the property of either party. "Records" as used herein includes paper documents as well as data stored or maintained in any electronic or digital format.

6. **INSURANCE IN MARRIAGE DISSOLUTION CASES.** If this is a case to dissolve a marriage, the parties to the marriage are ORDERED to refrain from doing the following:

- a. withdrawing or borrowing in any manner all or part of the cash surrender value of any life insurance policy on the life of either party or child of either party, except as specifically authorized by this order;
- b. changing or in any manner altering the beneficiary designation on any life insurance on the life of either party or the child of either party;
- c. cancelling, altering or in any manner affecting any casualty, auto or health insurance policy insuring any property owned by either party, including the child of either party.

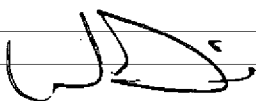
7. **SERVICE AND APPLICATION OF THIS ORDER**

- a. Petitioner/Movant/Applicant shall attach a copy of this Order, signed by the Petitioner/Movant/Applicant, to the original petition/motion/application and to each copy. The clerk ***shall not*** accept for filing a petition/motion/application if the Petitioner/Movant/Applicant has failed to attach a signed copy of this Order to the original petition/motion/application and each copy.
- b. this Order is effective upon the filing of the petition/motion/application and shall remain in full force and effect as a temporary restraining order for fourteen (14) days after the date of

filing of the original petition/motion/application. If no party contests this order by presenting evidence at a hearing on or before fourteen (14) days after the date of the filing of the original petition/motion/application, this order shall continue in full force and effect as a temporary injunction until further order of the Court. This entire order will terminate and will no longer be effective once the Court signs a final dispositive order in this suit.

8. **EFFECT OF OTHER COURT ORDERS.** If any part of this Order conflicts with any part of a Family Violence Protective Order (hereinafter "the Protective Order") currently in effect at the time of the filing of this suit, or a Protective Order issued after the filing of this suit, involving the parties to this suit, the terms and provisions of the Protective Order prevail over conflicting portions of this Order. Any part of this Order not changed by some later order remains in full force and effect until the Court signs a final dispositive order in this suit.

This Lamar County Standing Order Regarding Children, Property and Conduct of the Parties shall become effective on May 16, 2016.



Wes Tidwell, Judge
6th District Court
Lamar County, Texas



Will Biard, Judge
62nd District Court
Lamar County, Texas



Bill Harris, Judge
County Court at Law
Lamar County, Texas

I, _____, do hereby state that I have received a copy of the Lamar County Standing Order Regarding Children, Property and Conduct of the Parties, have read it in full and understand it and agree to be bound by its terms.

Petitioner/Movant/Applicant

**INFORMATION ON SUIT AFFECTING THE FAMILY RELATIONSHIP
(EXCLUDING ADOPTIONS)**

SECTION I GENERAL INFORMATION (REQUIRED) STATE FILE NUMBER

1a. COUNTY _____ 1b. COURT NO. _____
 1c. CAUSE NO. _____ 1d. DATE OF ORDER (mm/dd/yyyy) _____

2. TYPE OF ORDER (CHECK ALL THAT APPLY):

- DIVORCE/ANNULMENT WITH CHILDREN (Sec. 1,2 AND 3) DIVORCE/ANNULMENT WITHOUT CHILDREN (Sec 1 AND 2)
- ESTABLISHMENT OF COURT OF CONTINUING JURISDICTION (SEC 1 AND 3)
(Court Order Establishing Paternity, Conservatorship, Child Support or Termination of Parental Rights)
- CHANGE IN THE NAME OF THE CHILD (SEC 1 AND 3)
(PROVIDE PRIOR AND NEW NAME OF CHILD IN SECTION 3)

TRANSFER OF COURT OR CONTINUING JURISDICTION (SEC1,3 AND INFORMATION BELOW)

TRANSFER TO: COUNTY _____ COURT NO. _____ STATE COURT ID# _____

3b. NAME OF ATTORNEY FOR PETITIONER	3b. TELEPHONE NUMBER (including area code)
3c. CURRENT MAILING ADDRESS (STREET AND NUMBER OR P.O BOX, CITY, STATE, ZIP)	

SECTION 2 (IF APPLICABLE) REPORT OF DIVORCE OR ANNULMENT OF MARRIAGE

PETITIONER	4. NAME (FIRST MIDDLE LAST SUFFIX)		5. MAIDEN LAST NAME (NAME BEFORE 1 ST MARRIAGE)	
	6. PLACE OF BIRTH (CITY AND STATE OR FOREIGN COUNTRY)	7. RACE	8. DATE OF BIRTH (mm/dd/yyyy)	
	9. USUAL RESIDENCE	STREET NAME & NUMBER	CITY	STATE
RESPONDENT	10. NAME (FIRST MIDDLE LAST SUFFIX)		11. MAIDEN LAST NAME (NAME BEFORE 1 ST MARRIAGE)	
	12. PLACE OF BIRTH (CITY AND STATE OR FOREIGN COUNTRY)	13. RACE	14. DATE OF BIRTH (mm/dd/yyyy)	
	15. USUAL RESIDENCE (STREET AND NUMBER CITY, STATE, ZIP)			
16. NUMBER OF MINOR CHILDREN	17. DATE OF MARRIAGE (mm/dd/yyyy)	18. PLACE OF MARRIAGE (CITY AND STATE OR FOREIGN COUNTRY)		

SECTION 3 (IF APPLICABLE) CHILDREN AFFECTED BY THIS SUIT

	19a. CHILD CURRENT NAME (FIRST MIDDLE LAST SUFFIX)			
CHILD 1	19b. DATE OF BIRTH (mm/dd/yyyy)	19c. SEX	19d. BIRTHPLACE (CITY, COUNTY AND STATE)	
	19e. PRIOR NAME OF CHILD (FIRST MIDDLE LAST SUFFIX) - IF APPLICABLE			
CHILD 2	20a. CHILD CURRENT NAME (FIRST MIDDLE LAST SUFFIX)			
	20b. DATE OF BIRTH (mm/dd/yyyy)	20c. SEX	20d. BIRTHPLACE (CITY, COUNTY AND STATE)	
	20e. PRIOR NAME OF CHILD (FIRST MIDDLE LAST SUFFIX) - IF APPLICABLE			
CHILD 3	21a. CHILD CURRENT NAME (FIRST MIDDLE LAST SUFFIX)			
	21b. DATE OF BIRTH (mm/dd/yyyy)	21c. SEX	21d. BIRTHPLACE (CITY, COUNTY AND STATE)	
	21e. PRIOR NAME OF CHILD (FIRST MIDDLE LAST SUFFIX) - IF APPLICABLE			

ADDITIONAL CHILDREN LISTED ON BACK OF THE FORM.

I CERTIFY THAT THE ABOVE ORDER WAS GRANTED ON THE DATE AND PLACE AS STATED.

SIGNATURE OF THE CLERK OF THE COURT

WARNING: This is a governmental document. Texas Penal Code, Section 37.10, specifies penalties for making false entries or providing false information in this document. VS-165 REV 07/2015

ADDITIONAL CHILDREN AFFECTED BY THIS SUIT FROM SECTION 3 (IF APPLICABLE)

CHILD 4	23a. CHILD CURRENT NAME (FIRST MIDDLE LAST SUFFIX)		
	23b. DATE OF BIRTH (mm/dd/yyyy)	23c. SEX	23d. BIRTHPLACE (CITY, COUNTY AND STATE)
	23e. PRIOR NAME OF CHILD (FIRST MIDDLE LAST SUFFIX) - IF APPLICABLE		
CHILD 5	24a. CHILD CURRENT NAME (FIRST MIDDLE LAST SUFFIX)		
	24b. DATE OF BIRTH (mm/dd/yyyy)	24c. SEX	24d. BIRTHPLACE (CITY, COUNTY AND STATE)
	24e. PRIOR NAME OF CHILD (FIRST MIDDLE LAST SUFFIX) - IF APPLICABLE		
CHILD 6	25a. CHILD CURRENT NAME (FIRST MIDDLE LAST SUFFIX)		
	25b. DATE OF BIRTH (mm/dd/yyyy)	25c. SEX	25d. BIRTHPLACE (CITY, COUNTY AND STATE)
	25e. PRIOR NAME OF CHILD (FIRST MIDDLE LAST SUFFIX) - IF APPLICABLE		

Instructions for Completing the Suit Affecting Parent Child Relationship Form

GENERAL REQUIREMENT:

All divorces/annulments (with or without children) and all suits affecting the parent-child relationship must be reported through the clerk of the court to the State Vital Statistics Unit (VSU).

Consolidated reporting by petitioners, attorneys, and the courts is designed to make mandatory reporting more efficient, timely, and improve the quality of reporting. However, this reporting system is only as good or timely as you make it; therefore, your attention in completing and filing this report is critical.

Legal basis for this reporting is contained in Health and Safety Code §194.002 and Texas Family Code §§108.001-.002 and 108.004.

For information concerning reporting or questions about this form, contact field services at fieldservices@dshs.texas.gov or by phone at 512-776-7368.

For information on the court of continuing jurisdiction of a child, contact VSU at (888) 963-7111 ext. 2529. Inquiries should be addressed to VSU, 1100 West 49th Street, Austin, Texas, 78758-3191; inquiries may also be faxed to (512) 458-7783.

SECTION 1 GENERAL INFORMATION (REQUIRED)

This section must be completed for each report filed.

- 1a - d. Enter the required information to identify the court proceeding.
- 2. Check the type of suit being reported. This determines also which sections of the form must be completed. If more than one type of order applies, check all that apply. Transfers from one jurisdiction to another must be reported in this section (if court number is unknown, specify "unknown").
- 3a - c. Complete the attorney information to assist in questions or follow up. If case was pro se, please enter the information of the person completing this form.

SECTION 2 (IF APPLICABLE) REPORT OF DIVORCE OR ANNULMENT OF MARRIAGE

All divorces/annulments must be reported, even if there were no minor children. All information is required.

- 4-9. Report the Petitioner's information including maiden name (if applicable).
- 10-15. Report the Respondent's information, including maiden name (if applicable).
- 16. Report the number of minor children affected by this divorce; if none, record "0." This number must correspond to the listing of children in Section 3.
- 17-18. Enter the date and place of the marriage being dissolved.

SECTION 3 (IF APPLICABLE) CHILDREN AFFECTED BY THIS SUIT

Every child affected by the suit being reported must be listed, and all items concerning that child must be completed. If more than three children are affected, check the "additional children listed on back of form" box, and continue to list the additional children. If more than 6 children complete section 3 on another form, label it "continuation" and attached the continuation form to the original form.

CAUSE NUMBER (FOR CLERK USE ONLY): _____ COURT (FOR CLERK USE ONLY): _____

STYLED _____

(e.g., John Smith v. All American Insurance Co; In re Mary Ann Jones, In the Matter of the Estate of George Jackson)

A civil case information sheet must be completed and submitted when an original petition or application is filed to initiate a new civil, family law, probate, or mental health case or when a post-judgment petition for modification or motion for enforcement is filed in a family law case. The information should be the best available at the time of filing.

1. Contact information for person completing case information sheet:		Names of parties in case:	Person or entity completing sheet is:
Name: _____	Email: _____	Plaintiff(s)/Petitioner(s): _____	<input type="checkbox"/> Attorney for Plaintiff/Petitioner <input type="checkbox"/> Pro Se Plaintiff/Petitioner <input type="checkbox"/> Title IV-D Agency <input type="checkbox"/> Other: _____
Address: _____	Telephone: _____	Defendant(s)/Respondent(s): _____	Additional Parties in Child-Support Case:
City/State/Zip: _____	Fax: _____	_____	Custodial Parent: _____
Signature: _____	State Bar No: _____	_____	Non-Custodial Parent: _____
			Presumed Father: _____
[Attach additional page as necessary to list all parties]			

2. Indicate case type, or identify the most important issue in the case (select only 1):

Civil		Family Law		
Contract	Injury or Damage	Real Property	Marriage Relationship	Post-judgment Actions (non-Title IV-D)
<input type="checkbox"/> Debt/Contract <input type="checkbox"/> Consumer/DTPA <input type="checkbox"/> Debt/Contract <input type="checkbox"/> Fraud/Misrepresentation <input type="checkbox"/> Other Debt/Contract: _____ Foreclosure <input type="checkbox"/> Home Equity—Expedited <input type="checkbox"/> Other Foreclosure <input type="checkbox"/> Franchise <input type="checkbox"/> Insurance <input type="checkbox"/> Landlord/Tenant <input type="checkbox"/> Non-Competition <input type="checkbox"/> Partnership <input type="checkbox"/> Other Contract: _____	<input type="checkbox"/> Assault/Battery <input type="checkbox"/> Construction <input type="checkbox"/> Defamation Malpractice <input type="checkbox"/> Accounting <input type="checkbox"/> Legal <input type="checkbox"/> Medical <input type="checkbox"/> Other Professional Liability: _____ <input type="checkbox"/> Motor Vehicle Accident <input type="checkbox"/> Premises Product Liability <input type="checkbox"/> Asbestos/Silica <input type="checkbox"/> Other Product Liability List Product: _____ <input type="checkbox"/> Other Injury or Damage: _____	<input type="checkbox"/> Eminent Domain/Condemnation <input type="checkbox"/> Partition <input type="checkbox"/> Quiet Title <input type="checkbox"/> Trespass to Try Title <input type="checkbox"/> Other Property: _____ Related to Criminal Matters <input type="checkbox"/> Expunction <input type="checkbox"/> Judgment Nisi <input type="checkbox"/> Non-Disclosure <input type="checkbox"/> Seizure/Forfeiture <input type="checkbox"/> Writ of Habeas Corpus—Pre-indictment <input type="checkbox"/> Other: _____	<input type="checkbox"/> Annulment <input type="checkbox"/> Declare Marriage Void Divorce <input type="checkbox"/> With Children <input type="checkbox"/> No Children Other Family Law <input type="checkbox"/> Enforce Foreign Judgment <input type="checkbox"/> Habeas Corpus <input type="checkbox"/> Name Change <input type="checkbox"/> Protective Order <input type="checkbox"/> Removal of Disabilities of Minority <input type="checkbox"/> Other: _____	<input type="checkbox"/> Enforcement <input type="checkbox"/> Modification—Custody <input type="checkbox"/> Modification—Other Title IV-D <input type="checkbox"/> Enforcement/Modification <input type="checkbox"/> Paternity <input type="checkbox"/> Reciprocity (UIFSA) <input type="checkbox"/> Support Order Parent-Child Relationship <input type="checkbox"/> Adoption/Adoption with Termination <input type="checkbox"/> Child Protection <input type="checkbox"/> Child Support <input type="checkbox"/> Custody or Visitation <input type="checkbox"/> Gestational Parenting <input type="checkbox"/> Grandparent Access <input type="checkbox"/> Parentage/Paternity <input type="checkbox"/> Termination of Parental Rights <input type="checkbox"/> Other Parent-Child: _____
Employment	Other Civil			
<input type="checkbox"/> Discrimination <input type="checkbox"/> Retaliation <input type="checkbox"/> Termination <input type="checkbox"/> Workers' Compensation <input type="checkbox"/> Other Employment: _____	<input type="checkbox"/> Administrative Appeal <input type="checkbox"/> Antitrust/Unfair Competition <input type="checkbox"/> Code Violations <input type="checkbox"/> Foreign Judgment <input type="checkbox"/> Intellectual Property	<input type="checkbox"/> Lawyer Discipline <input type="checkbox"/> Perpetuate Testimony <input type="checkbox"/> Securities/Stock <input type="checkbox"/> Tortious Interference <input type="checkbox"/> Other: _____		
Tax	Probate & Mental Health			
<input type="checkbox"/> Tax Appraisal <input type="checkbox"/> Tax Delinquency <input type="checkbox"/> Other Tax: _____	Probate/Wills/Intestate Administration <input type="checkbox"/> Dependent Administration <input type="checkbox"/> Independent Administration <input type="checkbox"/> Other Estate Proceedings: _____	<input type="checkbox"/> Guardianship—Adult <input type="checkbox"/> Guardianship—Minor <input type="checkbox"/> Mental Health <input type="checkbox"/> Other: _____		

3. Indicate procedure or remedy, if applicable (may select more than 1):

<input type="checkbox"/> Appeal from Municipal or Justice Court <input type="checkbox"/> Arbitration-related <input type="checkbox"/> Attachment <input type="checkbox"/> Bill of Review <input type="checkbox"/> Certiorari <input type="checkbox"/> Class Action	<input type="checkbox"/> Declaratory Judgment <input type="checkbox"/> Garnishment <input type="checkbox"/> Interpleader <input type="checkbox"/> License <input type="checkbox"/> Mandamus <input type="checkbox"/> Post-judgment	<input type="checkbox"/> Prejudgment Remedy <input type="checkbox"/> Protective Order <input type="checkbox"/> Receiver <input type="checkbox"/> Sequestration <input type="checkbox"/> Temporary Restraining Order/Injunction <input type="checkbox"/> Turnover
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4. Indicate damages sought (do not select if it is a family law case):

Less than \$100,000, including damages of any kind, penalties, costs, expenses, pre-judgment interest, and attorney fees
 Less than \$100,000 and non-monetary relief
 Over \$100,000 but not more than \$200,000
 Over \$200,000 but not more than \$1,000,000
 Over \$1,000,000

Instructions for Completing the Texas Civil Case Information Sheet

A civil case information sheet must be completed and submitted when an original petition or application is filed to initiate a new civil, family law, probate, or mental health case or when a post-judgment petition for modification or motion for enforcement is filed in a family law case. The information should be the best available at the time of filing. If the original petition, application or post-judgment petition or motion is e-filed, the case information sheet must not be the lead document.

This sheet, required by Rule 78a of the Texas Rules of Civil Procedure, is intended to collect information that will be used for statistical and administrative purposes only. It neither replaces nor supplements the filings or service of pleading or other documents as required by law or rule. The sheet does not constitute a discovery request, response, or supplementation, and it is not admissible at trial.

The attorney or self-represented (*pro se*) plaintiff/petitioner filing the case or post-judgment petition or motion should complete the sheet as follows:

1. Contact information

a) **Contact information for person completing case information sheet.** Enter the following information:

- name;
- address;
- city, state, and zip code;
- email address;
- telephone number;
- fax number, if available;
- State Bar number, if the person is an attorney; and
- signature. (*NOTE: When a case information sheet is submitted electronically, the signature may be a scanned image or "/s/" and the name of the person completing the case information sheet typed in the space where the signature would otherwise appear.*)

b) **Names of parties in the case.** Enter the name(s) of the:

(*NOTE: If the name of a party to a case is confidential, enter the party's initials rather than the party's name.*)

- plaintiff(s) or petitioner(s);
- defendant(s) or respondent(s); and
- in child support cases, additional parties in the case, including the:
 - custodial parent;
 - non-custodial parent; and
 - presumed father.

Attach an additional page as necessary to list all parties.

c) **Person or entity completing sheet is.** Indicate whether the person completing the sheet, or the entity for which the sheet is being completed, is:

- an attorney for the plaintiff or petitioner;
- a *pro se* (self-represented) plaintiff or petitioner;
- the Title IV-D agency; or
- other (provide name of person or entity).

2. Case type.

Select the case category that best reflects the most important issue in the case. *You must select only one.*

3. Procedure or remedy.

If applicable, select any of the available procedures or remedies being sought in the case. You may select more than one.

4. Damages sought.

Select the damages being sought in the case:

(*NOTE: If the claim is governed by the Family Code, do not indicate the damages sought.*)

- only monetary relief of \$100,000 or less, including damages of any kind, penalties, costs, expenses, pre-judgment interest and attorney fees;
- monetary relief over \$100,000 or less and non-monetary relief;
- monetary relief over \$100,000 but not more than \$200,000;
- monetary relief over \$200,000 but less than \$1,000,000; or
- monetary relief over \$1,000,000.

CAUSE # _____

IN THE 6th /62nd DISTRICT COURT/

COUNTY COURT AT LAW

LAMAR COUNTY, TEXAS

THIS IS THE MINIMUM INFORMATION NECESSARY TO ESTABLISH A CHILD SUPPORT CASE IN THE STATE DISBURSEMENT UNIT DATABASE. PLEASE COMPLETE AND RETURN TO THE DISTRICT CLERK'S OFFICE SO AN ACCOUNT CAN BE SET UP.

OBLIGEE'S NAME (L,F,M) _____

OBLIGEE'S SOCIAL SECURITY NUMBER: _____

OBLIGEE'S ADDRESS: _____

OBLIGOR'S NAME (L,F,M) _____

OBLIGOR'S SOCIAL SECURITY NUMBER: _____

OBLIGOR'S ADDRESS: _____

CHILD'S NAME (L,F,M): _____

CHILD'S DATE OF BIRTH: _____

CHILD'S SOCIAL SECURITY NUMBER: _____

CHILD'S NAME (L,F,M): _____

CHILD'S DATE OF BIRTH: _____

CHILD'S SOCIAL SECURITY NUMBER: _____

CHILD'S NAME (L,F,M): _____

CHILD'S DATE OF BIRTH: _____

CHILD'S SOCIAL SECURITY NUMBER: _____

CHILD'S NAME (L,F,M): _____

CHILD'S DATE OF BIRTH: _____

CHILD'S SOCIAL SECURITY NUMBER: _____