

# CIVIL CASE INFORMATION SHEET

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.

<b>1. Contact information for person completing case information sheet:</b>		<b>Names of parties in case:</b>		<b>Person or entity completing sheet is:</b>	
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): _____			
City/State/Zip: _____ Fax: _____		[Attach additional page as necessary to list all parties]		Additional Parties in Child Support Case:	
Signature: _____ State Bar No: _____				Custodial Parent: _____	
				Non-Custodial Parent: _____	
				Presumed Father: _____	
<b>2. Indicate case type, or identify the most important issue in the case (select only 1):</b>					
<i>Civil</i>			<i>Family Law</i>		
<b>Contract</b>	<b>Injury or Damage</b>	<b>Real Property</b>	<b>Marriage Relationship</b>	<b>Post-judgment Actions (non-Title IV-D)</b>	
<i>Debt/Contract</i> <input type="checkbox"/> Consumer/DTPA <input type="checkbox"/> Debt/Contract <input type="checkbox"/> Fraud/Misrepresentation <input type="checkbox"/> Other Debt/Contract: _____  <i>Foreclosure</i> <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 <i>Malpractice</i> <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 <i>Product Liability</i> <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: _____  <b>Related to Criminal Matters</b> <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 <i>Divorce</i> <input type="checkbox"/> With Children <input type="checkbox"/> No Children  <b>Other Family Law</b> <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 <b>Title IV-D</b> <input type="checkbox"/> Enforcement/Modification <input type="checkbox"/> Paternity <input type="checkbox"/> Reciprocal (UIFSA) <input type="checkbox"/> Support Order  <b>Parent-Child Relationship</b> <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"/> Paternity/Parentage <input type="checkbox"/> Termination of Parental Rights <input type="checkbox"/> Other Parent-Child: _____	
<b>Employment</b>	<b>Other Civil</b>				
<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: _____				
<b>Tax</b>	<b>Probate &amp; Mental Health</b>				
<input type="checkbox"/> Tax Appraisal <input type="checkbox"/> Tax Delinquency <input type="checkbox"/> Other Tax	<i>Probate/Wills/Intestate Administration</i> <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: _____		
<b>3. Indicate procedure or remedy, if applicable (may select more than 1):</b>					
<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	
<b>4. Indicate damages sought (do not select if it is a family law case):</b>					
<input type="checkbox"/> Less than \$100,000, including damages of any kind, penalties, costs, expenses, pre-judgment interest, and attorney fees <input type="checkbox"/> Less than \$100,000 and non-monetary relief <input type="checkbox"/> Over \$100,000 but not more than \$200,000 <input type="checkbox"/> Over \$200,000 but not more than \$1,000,000 <input type="checkbox"/> Over \$1,000,000					



**SUPPLEMENTARY PROBATE CASE INFORMATION SHEET**  
**GALVESTON COUNTY PROBATE COURT**

CAUSE NO. PR-\_\_\_\_\_

**This sheet is a supplement to the Civil Case Information Sheet required by Texas Rule of Civil Procedure 78a. Both the Civil Case Information Sheet and this supplementary sheet should be completed whenever an original petition or application is filed in this Court. Except for the case style, there's no duplication between the two sheets.**

The information should be the best available at the time of filing, understanding that the information may change before trial. This information does not constitute a discovery request, response, or supplementation, and is not admissible at trial.

**1. Case style.** Please indicate the correct case style. For example, "Estate of Decedent's name," "Guardianship of the Person and Estate of Proposed Ward's name," or "Plaintiff(s) v. Defendant(s)." If "Plaintiff v. Defendant," list all parties; attach additional page as necessary (an estate or guardianship cannot be a party; it's the executor, administrator, or guardian who has the capacity to sue or be sued).

**2. Related case(s). Has this case been previously filed, or is it related to a case previously filed in this court or in another court?**

No  
 Yes, in this court. Cause No. PR-\_\_\_\_\_

- new case is guardianship after 683; will be same cause number  
 - new case is guardianship after chapter 48; same cause #, new style per local rule

Yes, in another court:  
 Court: \_\_\_\_\_ Cause No. \_\_\_\_\_

Attach additional page(s) as needed. If you are attaching page(s) with information about additional related cases,  Check here

**3. Indicate case type (check only one):**

Independent Administration	All Other Estate Proceedings	Ancillary Cases (new cause #)
<input type="checkbox"/> Probate Letters Testamentary <input type="checkbox"/> Copy of Will <input type="checkbox"/> Independent Administration, Will Annexed <input type="checkbox"/> Independent Administration with Heirship <input type="checkbox"/> Foreign Will Letters (independent) (\$ 95 + \$ 105)	<input type="checkbox"/> Probate Muniment of Title <input type="checkbox"/> Muniment of Title <b>more than 4 years after date of death</b> <input type="checkbox"/> Muniment of Title – <b>Copy of Will</b> <input type="checkbox"/> Heirship / No Administration <input type="checkbox"/> Small Estate Affidavit <input type="checkbox"/> Foreign Will Recording only (\$ 95) <input type="checkbox"/> \$ 75 Will Deposit or Application to Produce Will <input type="checkbox"/> 36B Application to Open Safety Deposit Box <input type="checkbox"/> 108 Emergency Intervention (funeral, burial, rental) <input type="checkbox"/> 887 Custodial Account <input type="checkbox"/> 889 Sale of Property of Minor	<input type="checkbox"/> Ancillary action related to an Independent Administration (includes court-ordered severance) <input type="checkbox"/> Ancillary action related to a Dependent Administration (includes court-ordered severance) <input type="checkbox"/> Ancillary action related to Guardianship of an Adult (includes court-ordered severance) <input type="checkbox"/> Ancillary action related to Guardianship of a Minor (includes court-ordered severance) <input type="checkbox"/> Ancillary action that is in this court because a trustee is a party (includes court-ordered severance)
Dependent Administration		
<input type="checkbox"/> Dependent Administration (all dependent administrations: executor, will annexed, with heirship, or with heirship to follow) <input type="checkbox"/> Temporary Administration <input type="checkbox"/> Foreign Will Letters (dependent) (\$ 95 + \$ 105)		
Guardianship / 867 Trust – Adult	Guardianship / 867 Trust – Minor	683 Investigations & Chapter 48
<input type="checkbox"/> Guardianship Adult Person only <input type="checkbox"/> Guardianship Adult Estate only <input type="checkbox"/> Guardianship Adult Person & Estate <input type="checkbox"/> Guardianship Adult Temporary <input type="checkbox"/> 867 or QIT Trust Adult <input type="checkbox"/> 881 Appointment of Non-Resident Guardian – Adult <input type="checkbox"/> 883 Incapacitated Spouse; Community Property	<input type="checkbox"/> Guardianship Minor Person only <input type="checkbox"/> Guardianship Minor Estate only <input type="checkbox"/> Guardianship Minor Person & Estate <input type="checkbox"/> Guardianship Minor Temporary <input type="checkbox"/> 867 Trust Minor <input type="checkbox"/> 881 Appointment of Non-Resident Guardian – Minor	<input type="checkbox"/> Court Initiated / 683 <input type="checkbox"/> Chapter 48 Protection
		All Other Cases
		<input type="checkbox"/> Trust action not related to estate or guardianship (if related to estate or guardianship, see "ancillary cases" above) <input type="checkbox"/> 885 Receivership of Minor or Incapacitated <input type="checkbox"/> 903 Contracts of Minors