



COUNTY of GALVESTON

District Clerk
JASON E. MURRAY

March 23, 2012

TO: Attorneys, Legal Secretaries, and Paralegals

We are pleased to announce that electronic filing is now a reality in Galveston County. Attorneys can now save time and money, and avoid the end of the day rush with Galveston County Courts new electronic filing service for civil and family documents.

eFiling for Courts is:

- Convenient- File 24/7 from any location with Internet access.
- Flexible- Accepts standard document formats and special hardware or software isn't required.
- Real-time- receive immediate confirmations and file-stamped copies upon acceptance.
- Cost-effective- Often less expensive than producing and processing paper filings.
- Secure- Adheres to state and federal security regulations.

With the new service, attorneys can also electronically "serve" copies of documents to other parties in the case, with or without a filing. Electronic Service (eService) saves staff time and the expense associated with mailing, delivering, and tracking paper copies.

Once a document is eFiled, the Clerk's staff accesses the document through the eFiling for Courts system. Clerks are able to process electronic filings anytime throughout the day, avoiding the end of day rush that often occurs. The time and date stamp on the document reflects when the filer clicked the submit button, regardless of when the clerk accepts the document.

To eFile in Galveston County, an attorney registers with one of Texas.gov's Electronic Filing Service Providers. Once registered, attorneys can eFile into any participating court in the State.

TO GET STARTED VISIT TEXAS.GOV WEBSITE AT:

www.texas.gov/efiling

OR

Visit our website: www.co.galveston.tx.us/District_Clerk for the link to "Getting Started".

www.co.galveston.tx.us/district_clerk

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