

MISC. DOCKET NO. 04- 9075

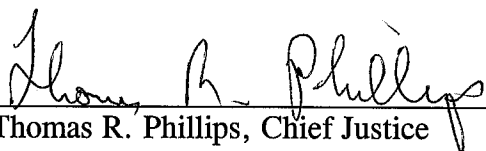
ORDER OF THE SUPREME COURT OF TEXAS

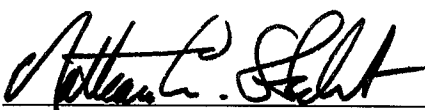
**Approval of the Local Rules for the 216th District Court
of Bandera County, Texas, concerning Electronic
Filing of Court Documents**


ORDERED that:

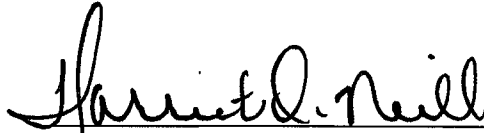
Pursuant to Rule 3 of the Texas Rules of Civil Procedure, the following Addendum to the Local Rules for the Electronic Filing of Court Documents in the 216th District Court of Bandera County, Texas, are approved. This approval is temporary pending further orders of the Court.


In Chambers, this 10th day of May, 2004.

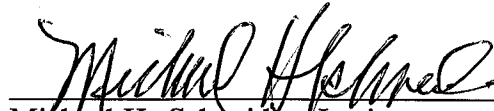

Thomas R. Phillips, Chief Justice



Nathan L. Hecht, Justice

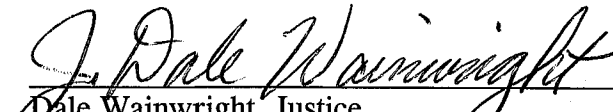

Priscilla R. Owen, Justice



Harriet O'Neill, Justice


Wallace B. Jefferson, Justice


Michael H. Schneider, Justice


Steven Wayne Smith, Justice


Dale Wainwright, Justice


Scott A. Brister, Justice



DISTRICT CLERKS:

BANDERA COUNTY - TAMMY KNEUPER
830/796-4606
GILLESPIE COUNTY - BARBARA MEYER
830/997-6517
KENDALL COUNTY - SHIRLEY STEHLING
830/249-9343
KERR COUNTY - LINDA UECKER
830/792-2281

STEPHEN B. ABLES
DISTRICT JUDGE
216TH JUDICIAL DISTRICT COURT
KERR COUNTY COURTHOUSE
700 MAIN STREET
KERRVILLE, TEXAS 78028

COURT COORDINATOR: BECKY I. HENDERSON
KERR COUNTY COURTHOUSE
700 MAIN STREET
KERRVILLE, TEXAS 78028
830/792-2290

COURT REPORTER: CINDY E. SNIDER
P. O. BOX 33251
KERRVILLE, TEXAS 78029-3251
830/257-5063

November 3, 2003

Honorable John T. Adams
Clerk, Supreme Court
P. O. Box 12248
Austin, Texas 78711

Re: Addendum to Local Rules of Court

Dear Mr. Adams:

Enclosed please find an Addendum to the 216th Local Rules of Court in Bandera County for approval and filing with the Supreme Court.

Very truly yours,

A handwritten signature in black ink, appearing to read "SBA", written over a horizontal line.

Stephen B. Ables
216th District Judge

SBA:bh

Enclosure

cc: Tammy Kneuper

ADDENDUM
TO LOCAL RULES OF COURT

THIS ADDENDUM IS HEREBY MADE A PART OF THE RULES OF PRACTICE IN THE 216TH JUDICIAL DISTRICT COURT FOR BANDERA COUNTY.

A. ELECTRONICALLY TRANSMITTED COURT DOCUMENTS

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

- A.1. **RECEIPT**: The Clerk is authorized to accept for filing via electronic transmission any document, which might be filed in a court action except:
- a) Returns of service on issuances;
 - b) Bonds;
 - c) Final judgments
- A.2. **PAPER QUALITY**: Documents electronically transmitted for filing will be received by the Clerk on a plain paper facsimile and printed by a laser printer, thereby rendering the copy of archival quality. No document printed on thermal paper shall be filed.
- A.3. **FEE AND PAYMENT**: No document electronically transmitted shall be accepted by the Clerk for filing until court costs and fees have been paid. Court costs and fees shall be paid by a payment method authorized by the Clerk. Documents tendered to the Clerk electronically without payment of court costs and fees, or with incomplete information for payment, or which do not conform to applicable rules, will not be filed. If the Clerk rejects a filing, the clerk will notify the sender as soon as practicable.
- A.4. **FEE SCHEDULE**: A fee schedule for electronic filing shall be adopted annually by the Clerk and approved by the District Judge.

- A.5. ORIGINAL RECORDS: An electronically transmitted document accepted for filing will be recognized as the original record of file or for evidentiary purposes when it bears the Clerk's official date and time file stamp.
- A.6. REQUIREMENTS: 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 8½ x 11 inches, shall be signed individually by the party or the party's attorney of record, and shall contain that individual's State Bar of Texas identification number, if any, address, telephone number and telecopy number. The quality of the original hard copy shall be clear and dark enough to transmit legibly.
- A.7. ORIGINAL SIGNATURE: The sender shall maintain the original of the document with the original signature affixed as required by Section 51.806, Texas Government Code.
- A.8. COVER SHEET: 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 of other requests; and
 - c) Have complete information on the payment authorization for court costs and fees.
- A.9. VERIFICATION: The Clerk upon receipt of an electronically transmitted document shall verify the completeness of the transmission.