# Welcome to the Website of Marilyn Burgess, Harris County District Clerk

The following was compiled to provide an overview of the system, please take a few minutes to read this valuable information.

## **Types of Documents Available**

The District Clerk maintains the case (cause) files for all cases (causes) filed in the Harris County District Courts and County Criminal Courts at Law. This system was not designed to provide an index of all cases (causes) filed with Harris County District Clerk. It was designed to provide an index of certain types of documents maintained by the District Clerk in electronic form and available to the public for purchase via the Internet. The documents available through the system constitute the "minutes" of the Harris County Civil District Courts (non-family). A "minute" document can be defined as any document in a case (cause) to which the judge affixes his/her signature.

We began maintaining the "minutes" of the Harris County Civil District Courts in electronic form subsequent to October, 1998. If you require documents filed before this date, please refer to the <u>About</u> <u>Us</u> page for information on how to obtain copies of those documents.

## **Technical Information**

This site:

- Is best viewed with Microsoft Internet Explorer at 1024 by 768 resolution
- Requires Adobe Acrobat Reader to view partial documents, free download available

at www.adobe.com

• Compresses documents shipped using e-mail or download methods into a .zip format. Several

.zip compression/de-compression programs are available for download at sites such

as http://download.cnet.com -- many are free

• Will log you out of the site after 30 minutes of inactivity for security reasons

### **General Information**

The site allows you to query for documents using one of the following methods:

- Case (Cause) number
- Plaintiff name
- Defendant name
- Plaintiff and defendant name

If you cannot find your document using one of the above methods, you will need to obtain a case (cause) number through additional services we provide (see <u>About Us</u> for more details). Our website does provide capabilities to preview the document selected to aid in identifying the correct document prior to purchase. There is no cost to search the index of electronic documents; however, if you choose to purchase a document, you will be charged a fee of \$1.00 per page purchased . All sales are final; no refunds will be available for any purchases made through www.hcdistrictclerk.com.

There are various methods available for delivery of the selected documents:

- Download (documents compressed using .zip format, limited to 2500 pages per order)
- Fax (limited to 20 pages per order, area code limitations, see <u>About Us</u> for details)
- E-Mail (documents compressed using .zip format, limited to 50 pages per order)
- Mail (limited to 1000 pages per order, additional mailing costs are calculated and included in cost of order)
- Pickup (no size limitations)

Exemplified documents can only be obtained using the Mail or Pickup delivery functions at this time.

### Accessing Your Criminal History

#### https://www.hcdistrictclerk.com/InstructionalDocs/HCDCWebSite New%20Features Public.pdf

Due to the COVID-19 pandemic, the District Clerk's Office is closed to the public. In-person service is only available with a prior appointment and no walk-ins are permitted. The following is HCDC contact information for Criminal Customer Service where petitions for non-disclosure are filed and scheduled: Criminal Customer Service 832-927-5900 and/or criminalcustomerservice@hcdistrictclerk.com.

Depending on which form you are using to file your Nondisclosure Petition, you may need to "provide evidence" and attach it to the petition - usually this will be the Order of Deferred Adjudication and Order of Termination (when you were discharged from Deferred Adjudication). The Harris Court District Court at <a href="https://www.hcdistrictclerk.com/Common/Default.aspx">https://www.hcdistrictclerk.com/Common/Default.aspx</a> is where you can locate your offenses, free of charge.



You must first create an account on the home page, which is to the right of "Login."



Hit "Search Our Records." It will take you to the Search Our Records and Documents page, with the tabs displayed below. Below is the Criminal records page. See that if you do not have a login you will not actually be able to access this information.

#### **CRIMINAL RECORDS PAGE**

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	eSubpoena	(causes)	will be shov	vn via this s	earch. No fed	eral or other	County's record	ls, or Justice	of the Peace (	or other I	Municipali	ties Class (	C Misdemea	nors will	be sear	rched.				
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Several County Criminal Courts at Law and District courts have reported intermittently slow system performance for Harris County District Clerk web site users. These slowdowns are causing longer than usual wait times for external users such as public users, law firms, and commercial vendors. We ask commercial customers who run data scraping scripts to help ease the system slowdown time by instead using our Public Datasets that provide a large quantity of information for download. If there are additional elements of data not currently within the datasets that you would like to see added, you may contact using the information in the "Contact Us" link at the bottom of the page.

Note: The Public Access to the Harris County District Clerk Court Electronic Records, its Help Desk, its Call Center and/or the Harris County District Clerk reserves the right to suspend/reduce service or restrict access to any account causing an unacceptable level of congestion or disrupting operations for the following:

- -- Harris County District Clerk Court Electronic Records
- -- the Court system The District Clerk supports
- -- its Call Center
- -- its Help Desk
- -- Another Public user

The following Search Results Page will appear



Locate the Case (cause) Number in column 1. The Court number is located in column 4.

Click on "Style" the following page will appear. Next click "Images."



The Images page will display all case actions. Click on "Type" to download any relevant Orders. If you are unable to download or no images appear, contact the Harris County District Clerk's Office at criminalcustomerservice@hcdistrictclerk.com.



If there are no images, you can also click on the "Activities" tab to see descriptions of all case actions.

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Summary	Appeals Bonds	Activities	Bookings/Holds	Criminal History	Witness	Parties	
Restitu/Copies F	ees Settings Court Registry	Related Cases	Aliases	Payment Plan	Images		
Click column	headings to sort. Click again to toggle direction	on.		Prir	nt Activities		
Date	Туре	Description				SNU/CFI	
10/12/2017	JUDGMENT	DEFERRED A	DJUDICATION TERM	INATED SNU: 999 10	/12/17		
10/12/2017	JUDG OFFENSE	EVADING ARF	REST/DETENTION LE	EVEL MA 10/12/17			
09/28/2016	ORDER	DEFERRED A	DJUDICATION OF G	UILT SNU: 997 09/28/1	16		
09/28/2016	PENALTY	PROBATION 1	YEAR ENDING 09/2	27/17 09/28/16			
09/28/2016	OFFENSE	EVADING ARF	REST/DETENTION LE	EVEL MA 09/28/16			
09/28/2016	ORDER	DISCOVERY L	OG GRANTED SNU	: 998 09/28/16			
09/28/2016	OFFENSE	EVADING ARF	REST/DETENTION LE	EVEL MA 09/28/16			
09/21/2016	ATTORNEY	IZAGUIRRE, A	BEL SNU: 999 09/21	/16			
09/21/2016	ATTORNEY	AAT COURT 0	04 CFI 4 09/21/16				
09/21/2016	JUDGE	CLINTON, JOH	HN WILLIAM JR. PRE	ESIDING 09/21/16			
09/14/2016	BOND FILED	CRT 4 TIME 1	225 TYPE SURETY (	9/28/16			
09/14/2016	BOND MADE	AMT \$5000 DA	ATE 09/13/16 RCPT#	09/28/16			
09/14/2016	BONDSMAN	ACC-HAMPTO	ON SR., KELVIN 09/28	8/16			
09/12/2016	CMI/MIN	TIME 1328 AM	IOUNT \$5000 SNU: 9	99 09/12/16			
09/12/2016	NOT ACKNOWLEDGED BY SHERIFF	09/12/16					
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09/12/2016	C87 ACTIVITY	PC FOUND ST	TATUS CFI 4 SNU: 99	99 09/12/16			
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