

HOW TO REQUEST COPIES OF JUDICIAL RECORDS

THE SWISHER COUNTY & DISTRICT CLERK'S OFFICE WILL NOT PERFORM SEARCHES THAT ARE NOT AUTHORIZED BY STATUTE

Attorney General Opinion WW-607 (1959) the summary states the following:
"The County Clerk has no duty to search the records under his control and guarantee the correctness thereof."

CASE INFORMATION ON CIVIL, CRIMINAL, FAMILY, TAX, AND PROBATE RECORDS, FROM 1992 TO CURRENT DATE, ARE AVAILABLE ONLINE AT WWW.IDOCKET.COM

1. You can retrieve information on a case filed in Swisher County online at www.idocket.com. Case Information would include the following:
 - a. Case Number
 - b. Style of Case
 - c. Offense
 - d. Parties
 - e. Documents filed
 - f. Filing Date
 - g. Disposition Date
 - h. Disposition
 - i. Bondsman Information
 - j. Attorneys on Record
2. If you are needing copies, then you will need to proceed with submitting a written request. Written request can be handwritten, typed, or on the Request Form attached. You may submit your request 1 of 3 ways:
 - a. Email a written request to: cdclerk@swisher-tx.org
 - b. Fax a written request to 806-995-4121; or
 - c. Mail a written request to: Swisher County & District Clerk, 119 S. Maxwell, Tulia, TX 79088
3. All request will be reviewed and responded to within 10 days from the initial request.
4. Once your request is received, you will be notified of the cost associated with the request.
5. Copies will be provided once payment has been received.

DISCLAIMER FOR ONLINE RECORDS

The Swisher County & District Clerk's office provides the indexes online as a public service. Information available online is collected, maintained and provided solely for the convenience of the public users. While every effort is made to assure that this information is accurate and current, the Clerk does not certify the authenticity of the information contained herein. The Clerk shall under no circumstance be responsible for any error or omission which may occur in the records, nor liable for any actions taken as a result of reliance upon any information contained online from whatever source, or any other consequence from such reliance.

By using this online service, in any form, the user agrees to indemnify and hold harmless the County, and anyone involved in storing, retrieving, or displaying this information for any damage of any type that may be caused by retrieving this information online.

The user is advised to search all possible spelling variations of names, as well as other search criteria, to maximize search results.

PUBLIC RECORDS ARE AVAILABLE TO VIEW IN OUR OFFICE DURING REGULAR BUSINESS HOURS. WE HAVE ONE PUBLIC COMPUTER AVAILABLE TO SEARCH JUDICIAL AND PROPERTY RECORDS, FROM 1992 TO CURRENT DATE.

REQUEST FOR COPIES OF PUBLIC INFORMATION - JUDICIAL

Request for Public Information can be sent by:

Email: cdclerk@swisher-tx.org

Fax: 806-995-4121; or

Mail to: Swisher County & District Clerk, 119 S. Maxwell, Tulia, TX 79088

Once your request is received you will be contacted for payment.

All fees must be paid before request will be processed and/or copies are issued.

1. **PLAIN COPIES** may be returned to you by mail, email, or fax.
2. **CERTIFIED COPIES** will be returned by mail only to the address provided by the requestor.

Please provide as much information as you can, that applies to the documents you are requesting.

***COURT CASES FILED IN SWISHER COUNTY**

| | | | |
|-----------------------|--|---------------------------------|--|
| CASE NUMBER | | FILE DATE | |
| CASE TYPE | | | |
| COURT | | | |
| NAMES/PARTIES | | | |
| DOCUMENTS REQUESTED | | | |
| # OF COPIES REQUESTED | | # OF CERTIFIED COPIES REQUESTED | |

REQUESTORS INFORMATION

NAME _____

ADDRESS _____

MAILING ADDRESS (IF DIFFERENT) _____

PHONE _____ FAX _____

EMAIL _____

PLEASE RETURN COPIES TO ME BY _____ EMAIL _____ FAX _____ MAIL

THE RESPECTIVE CLERK'S OFFICE ONLY GOES BY THE IDENTIFYING INFORMATION PROVIDED BY YOU.
 WE DO NOT PERFORM ANY OTHER SEARCH, ANALYSIS, OR INVESTIGATION BEYOND YOUR SPECIFIC REQUEST.
 FOR QUESTIONS PLEASE CONTACT OUR OFFICE AT 806-995-3294