



Marilyn Burgess

HARRIS COUNTY DISTRICT CLERK

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HARRIS COUNTY DISTRICT CLERK **CHECK ACCEPTANCE POLICY**

This policy is established to clarify eligibility for check writing privileges with the District Clerk's Office of Harris County, Texas. Checks must be drawn on a bank account located in the United States and in U.S. dollars.

THE DISTRICT CLERK'S OFFICE WILL ACCEPT CHECKS FROM THE FOLLOWING:

1. Attorneys with a Bar Card Number. Attorneys who are licensed out of state must provide a copy of their bar card and a copy of their state issued ID.
2. Law firms
3. Bondsmen licensed in Texas
4. Banks located in the United States
5. Major insurance companies and major corporations
6. Title companies located in the United States
7. Any corporation or company with a Harris County address on the check
8. Certified checks, money orders, cashier's checks, and traveler's checks dated within 90 days.
9. Temporary checks from attorneys with a Texas Bar Card Number or law firms.

THE DISTRICT CLERK'S OFFICE WILL NOT ACCEPT THE FOLLOWING:

1. Sight drafts of any nature
2. Individuals who are on the return check list or who have had a history of writing returned checks
3. Payments drawn on out-of-country banks
4. Payments that have been altered
5. Post-dated payments
6. Third party payments
7. Checks that are not signed
8. Checks with different numerical and literal amounts noted