

201 Caroline | P.O. Box 4651 | Houston, Texas 77210-4651 | 832-927-5800 | www.hcdistrictclerk.com

How to Access Your Case on Harris County District Clerk's Office Website

Access to court records that are confidential by law is only permitted by the attorney and the litigants that are a party to that specific case. The Harris County District Clerk's Website has enabled a PIN feature that will allow you to view your case. Please follow this step by step guide that will show you how to retrieve your PIN.

NOTE! The supported web browser for the District Clerks Website is Internet Explorer 11. You may use other web browsers such as Chrome, Safari, Mozilla (Fire Fox), or Edge, but there is no guarantee that 3rd party web browsers will work effectively. If you have problems with 3rd party web browser in connection with the District Clerks Website, please consult your Technical Support for assistance.

1. You must create and register an account for the <u>District Clerk's Website</u> first. Once you have registered, hover your cursor over Online Services, then select Search Our Records. Type in your Case (Cause) Number, select Search. The next screen will show your case. Please click on your Case's Style.

] Ho	me > Online Services > Search	Our Records and Documents				Hous	ston, Texas	July 10, 2014
uicl	k Links	Search Our R	ecords	and Do	cuments	Viev	Mobile \	/ersion
	Costs and Fees	Civil / Criminal Party	Background	Historical	Trial		Special	Dockets
C	Child Support Records	Family Inquir	Check		Judgments		Minutes	
4	Jury Services	Search Today's Filings Qu	iick Search to vie	ew original peti	tions filed today in C	Civil District Cour	ts.	
1	Search Our Records & Documents	Search for detailed case (cau a case (cause) file within our no family documents will be a	use) information s office. Only publ available for revie	such as court o ic civil and fan w. Criminal ca	costs, documents, ca nily cases (causes) v ase (cause) informat	ase details, parti vill be shown fro ion will not be av	es, and the l m this searc /ailable from	ocation of h, however this
	Background Checks	search, however please try th	ne criminal searc	h.				
E	FREEfax	Case (Cause) Number:		C	Ocument Search Hint	s		
	e-Filing	Plaintiff:	Starts With	V ie. Doe,	Jane Jane			
1	Forms	Filed Date Range:		-	(mm/dd/yyyy)			
ĩ	Government Agencies	Court:	~					
2	Historical Documents	Case Type:				~		
9	How to Contact Us	Bar Number:		1				
2	District Clerk Biography	Transaction Number:						
		AG Case (Cause) Number:						
ont	act Information	Court Registry Account:						
vil C	Courthouse	Public Image Number:						
11 C	aroline on, TX 77002	Tax ID (HCAD): Envelope#:						
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uun	y Address:							



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2. Once you have selected your Case, the case details screen will pop up. (If the case details screen does not appear, please see page 5 for instructions for disabling your pop up blocker and Google toolbar.) Select the Images tab.

Summary	Appeals	Cost Statements	Transfers	Post Trial Writs	Abstracts	Parties
Court Costs	Judgments/Events	Settings	Services/Notices	Court Registry	Child Support	Images
			Preview DocketShee	Add DocketSheet	to Basket 🛒 Prir	nt Summary
Case (Cause) Sur	mmary			Court Details	e a a th	
File Date	nmary			Court Details Current Court	157 th	
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3. Once you select the Images tab, you will need to read the disclaimer. After you have read the disclaimer, click the highlighted word "here."

Summary	Appeals	Cost Statements	Transfers	Post Trial Writs	Abstracts	Parties
Court Costs	Judgments/Events	Settings	Services/Notices	Court Registry	Child Support	Images
All public docu	ments are still availab	le to everyone, once	e they login, and can	be viewed FREE of	charge. No changes	have been
made to the typ takes a momen f you are not a liti Confidential or Se f you are a litigant	t to complete and also gant in this case, you m aled documents may no t that is a party of this ca	able on our website. o ensures document nay visit our Customer of be dispensed to put ase and would like ac	Please login below t purchases are reco r Service departments blic customers.	or click here to regis rded and can be re-t to obtain copies of do documents, please cli	iter with our site. Reg ransmitted if necessa ocuments.	gistration only ary.
made to the typ takes a momen you are not a liti confidential or Se	t to complete and also gant in this case, you m aled documents may no t that is a party of this c	able on our website, o ensures document hay visit our Customen of be dispensed to put ase and would like ac Welcome	Please login below t purchases are reco r Service departments blic customers. ccess to the restricted	or click here to regis rded and can be re-t to obtain copies of do documents, please cli	cter with our site. Reg ransmitted if necessa	gistration only ary.



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4. Once you select here, a new screen will appear prompting you to enter your name and address. The address has to exactly match what you originally filed in your case. Please check your original court documents to see what address you used. Select submit, wait a few seconds, and you will see Registration Successful.

DISCLAIMER: Access to court records that are confidential by law is only permitted by the attorney and the litigants that are a party to that specific case. By requesting a PIN you are certifying that you are a party to the specific case you enter on the HC District Validator box titled "Case Number." If you are not a party to that case, cancel this transaction. WARNING: In the event you intentionally submit false information to obtain a PIN and the District Clerk's Office becomes aware of the false submission, the information will be turned over to the proper legal authorities for investigation and possible prosecution.

Therefore, the Harris County District Clerk's Office STRONGLY urges individuals to be cognizant of the confidential or otherwise private information that is contained in documents filed in the District Clerk's Office and recommends that you DO NOT share your PIN with anyone. You are responsible for your PIN and its usage.

The entry into these fields must match EXACTLY what has been recorded with the District Clerk's Office, including any or all punctuation marks and abbreviations.

* Max: 100 chars (Last, First Middle)
* Max: 10 chars (Street Nbr or the words 'PO BOX')
* Max: 100 chars
* Max: 35 chars
✓ *
*

Submit Reset Close Window

- 5. Your PIN will be sent to your email address you have on your Profile on the District Clerks Website. Check your email inbox for your PIN. You may have to check your SPAM folder as well.
- 6. Go back to your Case, select Images, and click on "here." You will then see this prompt to enter your PIN and Verification*. Type your PIN, the Verification, and select Submit. You are now able to view your case.



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Summ	ary Appeals	Cost Statements	Transfers	Post Trial Writs	Abstracts	Parties
Court C	Costs Judgments/Events	Settings	Services/Notices	Court Registry	Child Support	Images
uard ag Il publi ade to kes a i ou are r fidenti ou are a	gainst identity theft and fraud ic documents are still availab the type of documents avail moment to complete and also not a litigant in this case, you m al or Sealed documents may no a litigant that is a party of this c	I. le to everyone, once able on our website, o ensures document ay visit our Customer t be dispensed to pub ase and would like acc	e they login, and can Please login below purchases are reco Service departments lic customers. cess to the restricted	be viewed FREE of or click here to regis rded and can be re-t to obtain copies of do documents, please cli	charge. No changes ster with our site. Reg ransmitted if necess ocuments.	have been gistration only ary.
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		If documents do not	show after login, clicl	k here to reload page		
Cost 5		effecte Court	Desisters			
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ents, v	* Enter the PIN you rece	eived in your emai	with our s			
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o to ou	Verification Check:		IREE of oh			
e to ev ble on	Verification Check: You are forbidden to ac	cess this site using	REE of ch			
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After you have followed these steps, and you are still having difficulty retrieving your PIN, please call our Customer Service line at (832) 927-5815 or email us at <u>DCSA@hcdistrictclerk.com</u>.





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*Before you enter your PIN and Verification, please make sure that your Pop-Up Blocker on your web browser is turned off.







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The Google Toolbar on your browser can block you from accessing your case as well. You can disable the Google Toolbar, by going to your Manage Add-Ons on your Internet Explorer browser, or just uninstall the Google Toolbar.





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Manage Add-ons							×
View and manage your Intern	et Explorer add-ons						
Add-on Types	Name	Publisher 🔺	Status	Architecture	Load time	Navigation	-
Add-on Types	Adobe Systems, Incorporated						
Search Providers	Adobe PDF Reader Adobe PDF Link Helper	Adobe Systems, Incorpo Adobe Systems, Incorpo	Enabled Disabled	32-bit 32-bit			
STracking Protection	Google Inc						
Spelling Correction	Google Update Plugin	Google Inc	Enabled	32-bit			
	Google Toolbar	Google Inc	Enabled	32-bit and	0.00 s	0.00 s	
	Google Toolbar Helper	Google Inc	Enabled	32-bit and	0.00 s		
	Microsoft Corporation						
	XML DOM Document	Microsoft Corporation	Enabled	32-bit and			
Show:	Tabular Data Control	Microsoft Corporation	Enabled	32-bit and			
Currently loaded add-ons	SharePoint OpenDocuments Cl	Microsoft Corporation	Enabled	32-bit			-
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Version: 7.5.5111.1712 File date: Today, July 17, 2 More information	014, 10 minutes ago	Type: Search for this add-	Toolbar on via default	search provider			
							Disable

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