

## Web Based Access Service



The Web Access Service allows attorneys, vendors, employers, landlords, and others the information to do background checks as needed including access to imaged court documents. With over 70,000 cases being filed each year into the 27 Civil, Family and Criminal District courts in Tarrant County, good computer automation is a necessity, not a luxury. Now attorneys, employers, and the general public can do background checks via remote location on Tarrant County cases.

### Key Benefits

- Remote access 23 hours a day, 7 days a week using your Internet connection
- Record searches from subscriber's location
- Civil, Delinquent Tax, Family, Felony, and Misdemeanor Court records
- One-time setup deposit of \$50.00 + \$70.00 for first two months for a \$120.00 total deposit
- Monthly fee of \$35.00 for 1-5 users, see application for monthly fee for additional users.

### New Subscribers

To subscribe to the Web Based Access Service you will need to go to: <https://egov.tarrantcounty.com/web/guest/home> to apply. You must complete a District Clerk Web Based Access Subscriber Agreement. Once completed, send all of the documents to Tarrant County District Clerk, 100 N. Calhoun St., 2<sup>nd</sup> Floor, Fort Worth, TX 76196, Attn: Office Manager. You may also inquire about this service by contacting our administrator at 817-212-7208.

## Credit Card Payments

The District Clerk is now accepting Visa, MasterCard, Discover, and American Express for payment of Criminal Court costs, fines, and other fees. This secure, easy, and convenient way to make payments is processed in person or via <https://certifiedpayments.net/>. A 3% convenience fee (minimum of \$1.00) payable to Certified Payments, Inc. will apply.

You will need the Bureau Code to process your payment.

Please call:

Criminal 817-884-1342

Civil 817-884-2534

Family 817-884-7534

Records 817-884-1880

You may also log on to <http://www.tarrantcounty.com>, Click on Government, District Clerk and Make a Payment for A...

### IMPORTANT NOTICE PLEASE READ BEFORE CONTINUING

Please allow up to two business days for your payment to be applied to your case.

Your court cost and fine obligations will not be fulfilled until this occurs.



## TARRANT COUNTY DISTRICT CLERK'S OFFICE

**THOMAS A. WILDER,  
DISTRICT CLERK**



[www.tarrantcounty.com](http://www.tarrantcounty.com)

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**100 N. Calhoun St.  
Fort Worth, TX 76196  
817-884-1574  
dclerk@tarrantcounty.com**

The District Clerk is elected for a four-year term and manages most of the business operations for the 27 District Courts in Tarrant County that hear Civil, Family and Felony Criminal cases. The office functions with 147 employees who maintain and manage the records and money for court fees and fines collected, over 20 million dollars in approximately five thousand custodial accounts which are invested for the benefit of many minor children on orders from the courts, bail bond forfeitures and all tax lawsuits. The office also produces a substantial number of court documents including civil citations, criminal warrants, criminal judgments and sentences, and performs other ministerial duties. Currently, the office receives approximately 70,000 new cases filed every year.

Hours of operation for all offices are from 8:00 a.m. to 5:00 p.m. except when otherwise indicated next to the office location and for scheduled County Holidays.

For additional information about the District Clerk's office please log on to [www.tarrantcounty.com](http://www.tarrantcounty.com) Click on **Departments, District Clerk**. There you will find links to some of the services this office provides along with more information about Fees, Forms, Web Access, e-Filing, Local Rules, Policies and Statistical Data.

## Court Document Look-up

The Tarrant County District Clerk's office offers members of the community the opportunity to view and obtain copies of documents from cases filed with the Tarrant County District Clerk's office. These cases include Civil, Family and Criminal (Felony) cases. Highlights of this service are as follows:

- FREE document look-up service (self-service)
- \$5.00 basic records search (performed by clerk)
- Advanced records search also available
- Standard copy fees (\$.50 per page non-certified copies/\$1.00 per page certified copies)

Individual Court records request may be obtained via e-mail [dclerk@tarrantcounty.com](mailto:dclerk@tarrantcounty.com) or USPS 100 N. Calhoun St, 2<sup>nd</sup> Floor, Fort Worth, TX 76196

To find records, we need a case number, party name with an ID such as date of birth and payment of appropriate fees listed here in advance.

This service is available in each of the District Clerk's locations except Juvenile. Multiple locations are an added convenience to citizens, allowing easy access to view and obtain copies of records such as criminal background checks, divorce decrees, and other court documents.

## Office Locations Family Law Center

200 E. Weatherford, 3<sup>rd</sup> floor  
Fort Worth, Texas 76196  
Mon-Fri 8:00 AM-5:00 PM  
817-884-1880



## Office Locations Cont...

### Scott D. Moore Juvenile Justice Center

2701 Kimbo Rd.  
Fort Worth, Texas 76111  
Mon - Fri, 8 a.m. - 5 p.m.  
817-838-4645

**NO RECORDS AVAILABLE**

### Tim Curry Criminal Justice Center

401 W. Belknap, 3<sup>rd</sup> Floor  
Fort Worth, Texas 76196  
Mon - Fri, 8:00 AM - 5:00 PM  
817-884-1342



### Tom Vandergriff Civil Courts Building

100 N. Calhoun St., 2<sup>nd</sup> Floor  
Fort Worth, Texas 76196  
Mon - Fri, 8:00 AM-5:00 PM  
817-884-1240

