

**Shirley Graham
DISTRICT and COUNTY CLERK
IRION COUNTY**

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COUNTY RECORD REQUESTS: COUNTY COURT AND PROPERTY RECORDS

County Court Records:

County Court records are records of the Judiciary and are not subject to the Public Information Act (Govt. Code 552.003(1)(B)). Irion County Court records are not available for delivery in bulk or electronic format. However, all court records not having restricted access are available for inspection by the public in our office during regular business hours. Individual judgments/case dispositions can only be retrieved for requestors if a case name is provided **with a specific case number**. Requests can be made on the form below. **Also, Irion County criminal and probate indexes for the time period of 2008 to the present will be available online at Idocket.com starting Feb. 1, 2019.**

Property Records:

It is not within the mandated county clerk duties to search most records under the clerk's control or certify the results of such searches (AG Opinion WW-607). The only county property records that must be searched by the clerk on behalf of a requestor are Federal Tax Liens (Prop. Code 14.004(d)).

Property documents (excluding federal tax liens) can only be retrieved only if a **specific identifier, such as a document number or book + volume and page number**, is provided. **To request an entire document, you must request the beginning and end page number. Otherwise, we will send exactly what is requested.** Requests can be made on the form below. Bulk property records are available electronically. Call our office for more information.

Customers may search and view all public records of the county clerk at no cost by coming to the courthouse and accessing our record books or public terminals. Hand scanners and no-flash photography are allowed.

COSTS

Property documents retrieved: (Local Govt. Code 118.011).	\$1/page
Court document retrieved (request only fulfilled when cause # & name is known)	\$5 + \$1/page
Federal Tax Lien search <u>per name</u> (Prop. Code 14.004(d))	\$15 plus \$1/page

Payment must be made in advance. Credit/debit card payments can be taken over the phone once the total cost is known.

REQUEST FORM --- To request a document for which you have a specific identifier

Property Records: Book, Volume and page number _____ and/or
(General) Document number _____

Federal Tax Lien: Name to be searched _____

Court Record Document: Cause Number (MUST provide): _____ vol. & page (if known) _____
Name on case: _____

Requestor's Name: _____ Payment (if enclosed) \$ _____

Phone number _____ Fax Number (optional): _____

Address: _____

Email Address (for contacting you about payment and/or sending your document electronically): _____
