

SELF-REPRESENTED LITIGANT
REQUEST AND CONSENT
FOR ELECTRONIC COURT NOTICES

The Ector County District Clerk's Office sends Court generated Notices, Orders, Judgments and other documents electronically, on a voluntary basis, to self-represented litigants who consent to this process.

Upon Submission of This Request:
Electronic transmittal (e-mail notices) of Court-generated documents
will replace any other form of notice, and this office will no
longer mail hardcopies of any court documents through the U.S. Mail.

The case management system utilized by the District Clerk allows one email address per party.

If you choose to receive documents by email, the subject line of the email that is sent by these offices would appear as follows:

Subject: "[Cause Number]; [Title of Document]"

Example: E-19-01-1000-FM; FINAL ORDER

By providing your email address below, you are voluntarily consenting to receiving Court generated documents electronically. If you have any questions, please contact this office at 432-498-4290 or by email at District.Clerk@ectorcountytexas.gov.

Please return this form via hand-delivery or U.S. Mail to:

ECTOR COUNTY DISTRICT CLERK
Attn: Request Electronic Notices
300 N. Grant Avenue, Rm. 301
Odessa, Texas 79761

Email Address of Self-Represented Litigant

Cause Number to Accept Email Notices

Printed Name of Self-Represented Litigant

Signature of Self-Represented Litigant

***** NOTICE *****

It is very important that you provide to this office a formal written notice of any change in your contact information, including removing an old email address or adding a new one.
Thank you.