

El Paso County-District Courts

Rules	El Paso County-Local Rules
AMEX Accepted	Yes
Fully Integrated (Y/N)*	Yes
Document Filing Process-Initial Filing	Civil Case Information Sheet should be submitted as a separate lead document. Exhibits are uploaded as attachments to the pleading.
Document Filing Process-Subsequent filings	Motions are filed as lead documents. Proposed orders cannot eFiled. Exhibits are added as attachments.
Service of process/notices	Select the appropriate quantity of citation(s), preferred service method(s) and copies (per page) under Optional Services.

El Paso County-County Courts

Rules and helpful information	El Paso County-District Local Rules El Paso County-District eFiling Requirements
AMEX Accepted	Yes
Fully Integrated (Y/N)*	Yes
Document Filing Process-Initial Filing	Civil Case Information Sheet should be submitted as a separate lead document. A case screening instrument should be filed as a lead document with all family law cases. A SAPCR must be filed as an attachment. All information should be entered in all Caps. Complete address information for all parties is required. Exhibits are uploaded as attachments to the pleading.
Document Filing Process-Subsequent filings	Motions are filed as lead documents. Proposed orders cannot eFiled. Exhibits are added as attachments.
Service of process/notices	Select the appropriate quantity of citation(s), preferred service method(s) and copies (per page) under Optional Services.