



# **HOW TO SUBMIT/FILE CIVIL PETITIONS AND CRIMINAL FORMS/APPLICATIONS WITH JP2 OFFICE:**

## **IN PERSON:**

SUBMIT ALL RELATED PAPERWORK TO OFFICE CLERK AT  
308 N. LIVE OAK., ROCKPORT, TX 78382

## **BY E-MAIL:**

SEND ALL RELATED PAPERWORK TO JP2@ARANSASCOUNTY.ORG

## **BY FAX:**

SEND ALL RELATED PAPERWORK TO (361) 790-5392

## **BY MAIL:**

SEND TO 308 N. LIVE OAK., ROCKPORT, TX 78382

# **HOW TO PAY FOR CIVIL PETITION FEES AND CRIMINAL FINES/FEES**

SEE PAYMENT INFO FOR FEES

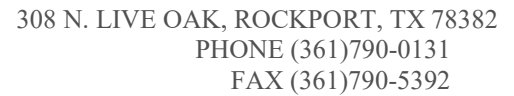
# EVICTON PETITION COVER PAGE

- Justice Courts are NOT allowed to give legal advice.
- It is highly recommended that you consult an attorney.
- Refer to the Texas Property Code
  - Chapter 24 for Notices
  - Chapter 92 Residential Evictions (includes RV Parks)
  - Chapter 94 for mobile home park evictions

**\*\*\*EVICTON UPDATES EFFECTIVE JANUARY 1, 2026\*\*\***

**\*\*If proper procedure is not followed and your case is dismissed, you will NOT be eligible for a refund.\*\***

**\*ADDRESS MUST BE POSTED AT RESIDENCE.\***



**ATTORNEY'S FEES:** Plaintiff ☐ will be or ☐ will not be seeking applicable attorney's fees. The attorney's name, address, phone and fax numbers are:



**IMMEDIATE POSSESSION BOND:** If Plaintiff has filed a bond for immediate possession, Plaintiff requests that: (1) the Court set the amount of the bond; (2) the Court approve the bond; and (3) proper notices, as required by the Texas Rules of Civil Procedure, are given to Defendant(s).

**SERVICE OF CITATION:** Service is requested on Defendant(s) by: personal service at home or work, or by delivery to a person over the age of 16 years at Defendant's usual place of residence. If required, Plaintiff requests alternative service as allowed by the Texas Rules of Civil Procedure. Other home or work addresses where Defendant(s) may be served are:\_\_\_\_\_

\_\_\_\_\_  
Plaintiff knows of no other home or work addresses of Defendant(s) in this county.

RELIEF: Plaintiff requests that Defendant(s) is served with the citation and that Plaintiff is awarded a judgment against Defendant(s) for: possession of the premises, including removal of Defendant(s) and Defendant's possessions from the premises, unpaid rent, if set forth above, attorney's fees, court costs, and interest on the above sums at the rate stated in the lease, or if not so stated, at the statutory rate for judgments.

☐ I hereby request a jury trial. The fee is \$22 and must be paid at least 3 days before trial.

☐ I hereby consent for the answer and any other motions or pleadings to be sent to my email address as follows:\_\_\_\_\_

\_\_\_\_\_  
Plaintiff's Printed Name

\_\_\_\_\_  
Signature of Plaintiff or Agent or Attorney

**Defendant's Information** (if known):

Date of birth: \_\_\_\_\_

Last three digits of Driver License: \_\_\_\_\_

\_\_\_\_\_  
Address of Plaintiff or Agent or Attorney

Last three digits of Soc. Sec. No.: \_\_\_\_\_

Phone No.: \_\_\_\_\_

\_\_\_\_\_  
City

State

\_\_\_\_\_  
Zip

\_\_\_\_\_  
Phone & Fax of Plaintiff or Agent or Attorney

**SWORN TO AND SUBSCRIBED** before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_

\_\_\_\_\_  
CLERK OF THE JUSTICE COURT OR NOTARY

## Certificate of Last Known Address

The undersigned certifies that the last known mailing address of the Defendant against whom judgment is taken in this proceeding:

Defendant's Name: \_\_\_\_\_

Defendant's Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
Plaintiff

\_\_\_\_\_  
Attorney of Record for Plaintiff

\_\_\_\_\_  
Address

*This document is required to be filed when a judgment is taken by default so that the Court may notify the defendant of the entry of the default judgment.*

**The Service Members Civil Relief Act, 50 U.S.C. App 507 *Et Seq*, Passed December 19, 2003**, requires the plaintiff in any civil proceeding in which the defendant does not make an appearance to file with the court an affidavit (A) stating whether or not the defendant is in the military service and showing necessary facts to support the affidavit; or (B) if the plaintiff is unable to determine whether or not the defendant is in the military service, stating that the plaintiff is unable to determine whether or not the defendant is in the military service.

**PENALTY FOR MAKING OR USING A FALSE AFFIDAVIT:** A person who makes or uses a military status affidavit, or statement, declaration, verification, or certificate, knowing it to be false, shall be fined as provided in title 18, United States Code, or imprisoned for not more than one year, or both.

Costs for an attorney ad litem may be assessed against the plaintiff as costs of court unless otherwise ordered by the court.



## AFFIDAVIT

### SEC. 201(b) Service Members Civil Relief Act

Plaintiff/Agent/Attorney, being duly sworn on oath under Penalty of Perjury (fine and/or up to one year in jail) deposes and says that \_\_\_\_\_, defendant(s),

(Check One):

- ☐ Is not subject to the Service Members Civil Relief Act of 2003 or a dependent of a service member.
- ☐ Is on active military duty and/or is subject to the Service Members Civil Relief Act of 2003.
- ☐ Defendant has waived his/her rights under the Service Members Civil Relief Act of 2003.
- ☐ Service Member status of defendant is unknown at this time.

\_\_\_\_\_  
☐ Plaintiff's Signature   ☐ Agent's Signature   ☐ Attorney's Signature

\_\_\_\_\_  
Printed Name

**STATE OF TEXAS**  
**COUNTY OF ARANSAS**

Subscribed and sworn to, before me on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
☐ Clerk of the Court   ☐ Notary Public

## JUSTICE COURT CIVIL CASE INFORMATION SHEET (4/13)

CAUSE NUMBER (*FOR CLERK USE ONLY*): \_\_\_\_\_

**STYLED** \_\_\_\_\_

(e.g., John Smith v. All American Insurance Co; In re Mary Ann Jones; In the Matter of the Estate of George Jackson)

A civil case information sheet must be completed and submitted when an original petition is filed to initiate a new suit. The information should be the best available at the time of filing. This sheet, required by Rule of Civil Procedure 502, is intended to collect information that will be used for statistical purposes only. It neither replaces nor supplements the filings or service of pleading or other documents as required by law or rule. The sheet does not constitute a discovery request, response, or supplementation, and it is not admissible at trial.

1. Contact information for person completing case information sheet:		2. Names of parties in case:	
Name:	Telephone:	Plaintiff(s):	
Address:	Fax:		
		Defendant(s):	
City/State/Zip:	State Bar No:		
Email:			
Signature:		[Attach additional page as necessary to list all parties]	
<b>3. Indicate case type, or identify the most important issue in the case (<i>select only 1</i>):</b>			
<input type="checkbox"/> <b>Debt Claim:</b> A debt claim case is a lawsuit brought to recover a debt by an assignee of a claim, a debt collector or collection agency, a financial institution, or a person or entity primarily engaged in the business of lending money at interest. The claim can be for no more than \$10,000, excluding statutory interest and court costs but including attorney fees, if any.		<input type="checkbox"/> <b>Eviction:</b> An eviction case is a lawsuit brought to recover possession of real property, often by a landlord against a tenant. A claim for rent may be joined with an eviction case if the amount of rent due and unpaid is not more than \$10,000, excluding statutory interest and court costs but including attorney fees, if any.	
<input type="checkbox"/> <b>Repair and Remedy:</b> A repair and remedy case is a lawsuit filed by a residential tenant under Chapter 92, Subchapter B of the Texas Property Code to enforce the landlord's duty to repair or remedy a condition materially affecting the physical health or safety of an ordinary tenant. The relief sought can be for no more than \$10,000, excluding statutory interest and court costs but including attorney fees, if any.		<input type="checkbox"/> <b>Small Claims:</b> A small claims case is a lawsuit brought for the recovery of money damages, civil penalties, personal property, or other relief allowed by law. The claim can be for no more than \$10,000, excluding statutory interest and court costs but including attorney fees, if any.	

