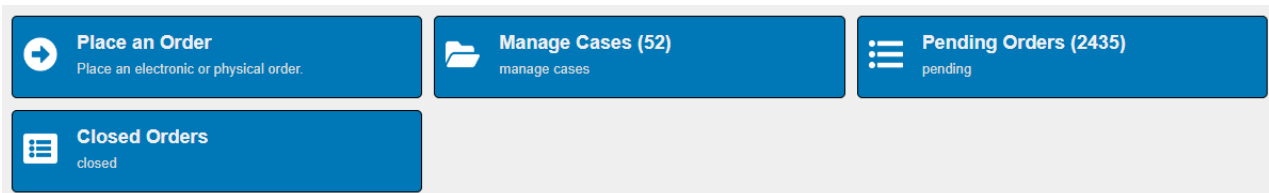


## How to Place a Texas Court eFiling

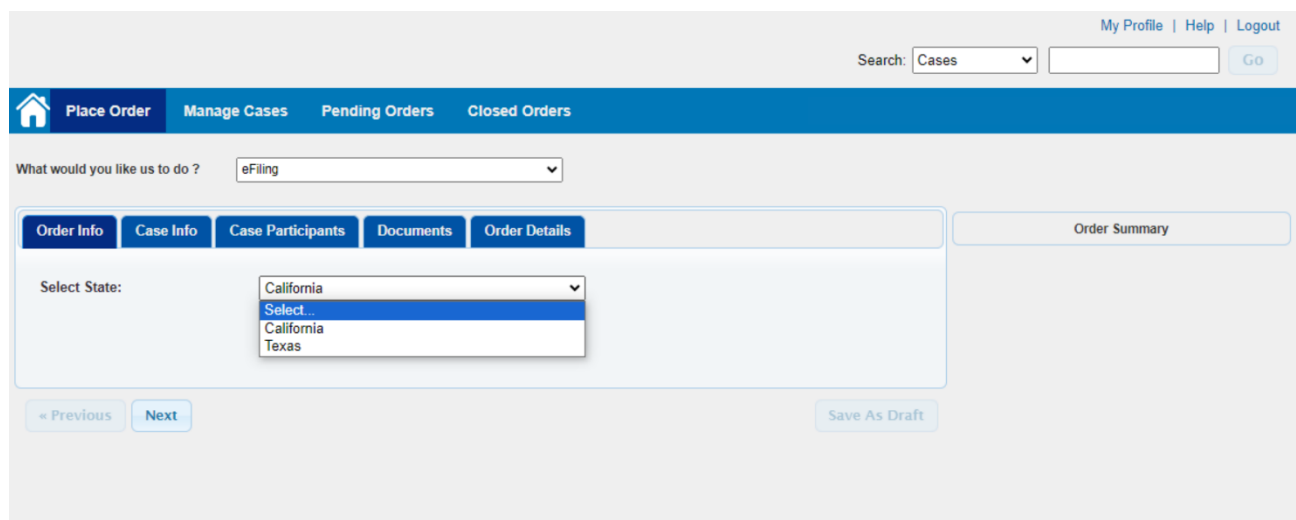
Rapid Legal offers eFiling in all 254 Texas court counties. On the provided [Rapid Legal login page](#), type in your email, password and click on the “Login” button. *Please note: We recommend using any modern browser for the best experience.*

Once in the Rapid Legal portal, complete the following:

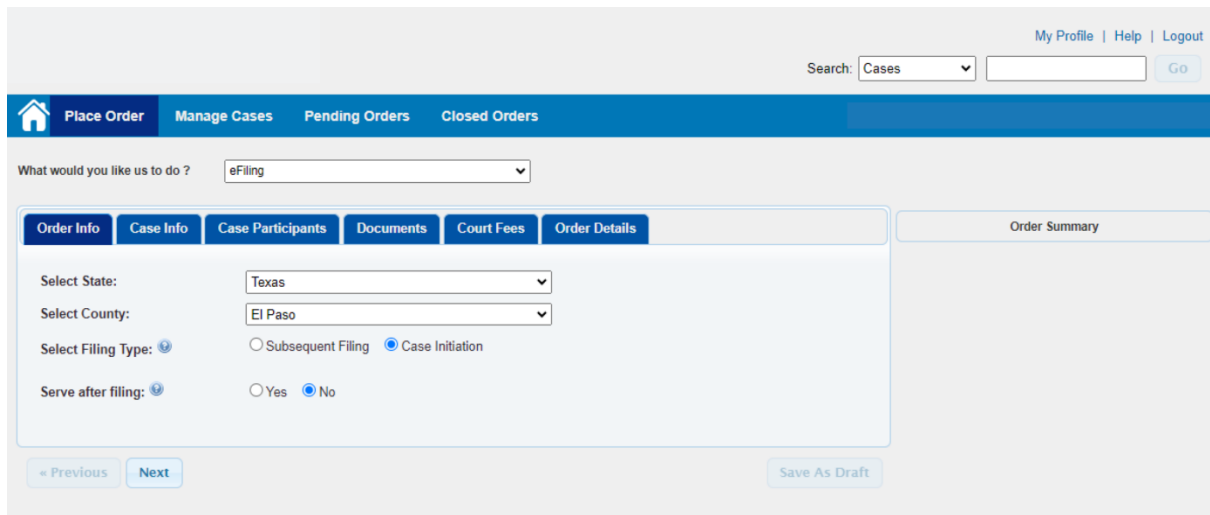
**1. Click on “Place an Order”.**



**2. Select “eFiling” under “What would you like to do?”, then select “Texas” under “Select State”.**



**3. Select a County and Filing Type, then click “Next”.**

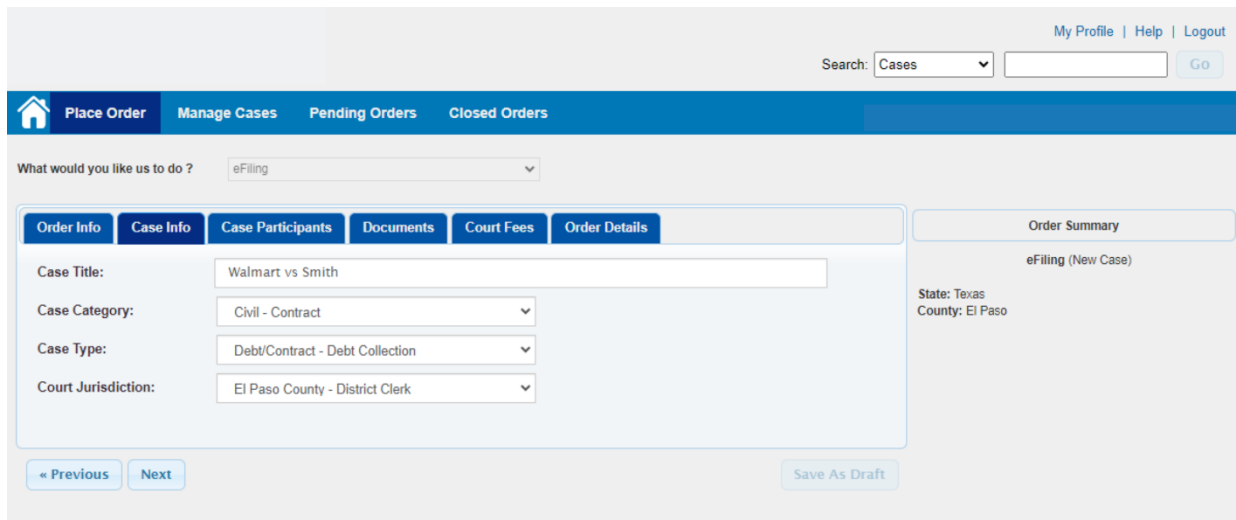


The screenshot shows the 'Order Info' tab of the RapidLegal interface. At the top right, there are links for 'My Profile | Help | Logout' and a search bar with 'Cases' selected. The main navigation bar includes 'Place Order', 'Manage Cases', 'Pending Orders', and 'Closed Orders'. Below this, a dropdown menu shows 'eFiling'. The 'Order Info' tab is active, displaying the following fields:

- Select State: Texas
- Select County: El Paso
- Select Filing Type:  Subsequent Filing  Case Initiation
- Serve after filing:  Yes  No

Navigation buttons include 'Previous', 'Next', and 'Save As Draft'.

**4. On the “Case Info” tab, enter the Case Title, Case Category, Case Type and Jurisdiction for your case.**



The screenshot shows the 'Case Info' tab of the RapidLegal interface. The 'Case Info' tab is active, displaying the following fields:

- Case Title: Walmart vs Smith
- Case Category: Civil - Contract
- Case Type: Debt/Contract - Debt Collection
- Court Jurisdiction: El Paso County - District Clerk

On the right side, the 'Order Summary' section shows 'eFiling (New Case)' with 'State: Texas' and 'County: El Paso' listed below it. Navigation buttons include 'Previous', 'Next', and 'Save As Draft'.

5. Add Case Participants to your filing by clicking on “Add Party” and “Add Attorney”. The system will validate and ensure your filing contains all parties required by the court.

My Profile | Help | Logout

Search: Cases

Home Place Order Manage Cases Pending Orders Closed Orders

What would you like us to do? eFiling

Order Info Case Info Case Participants Documents Court Fees Order Details

Order Summary

eFiling (New Case)

State: Texas  
County: El Paso

Case Info:  
Case Category: Civil - Contract  
Case Type: Debt/Contract - Debt Collection  
Jurisdiction: El Paso County - District Clerk

Name	Role	Email	Action
Walmart, Inc	Plaintiff		
Smith, John	Defendant		
Attorney, New	Attorney	attorney@name.com	

Show  entries | 3 participants in this case.   1

### Add Party

Type:  Organization  Person

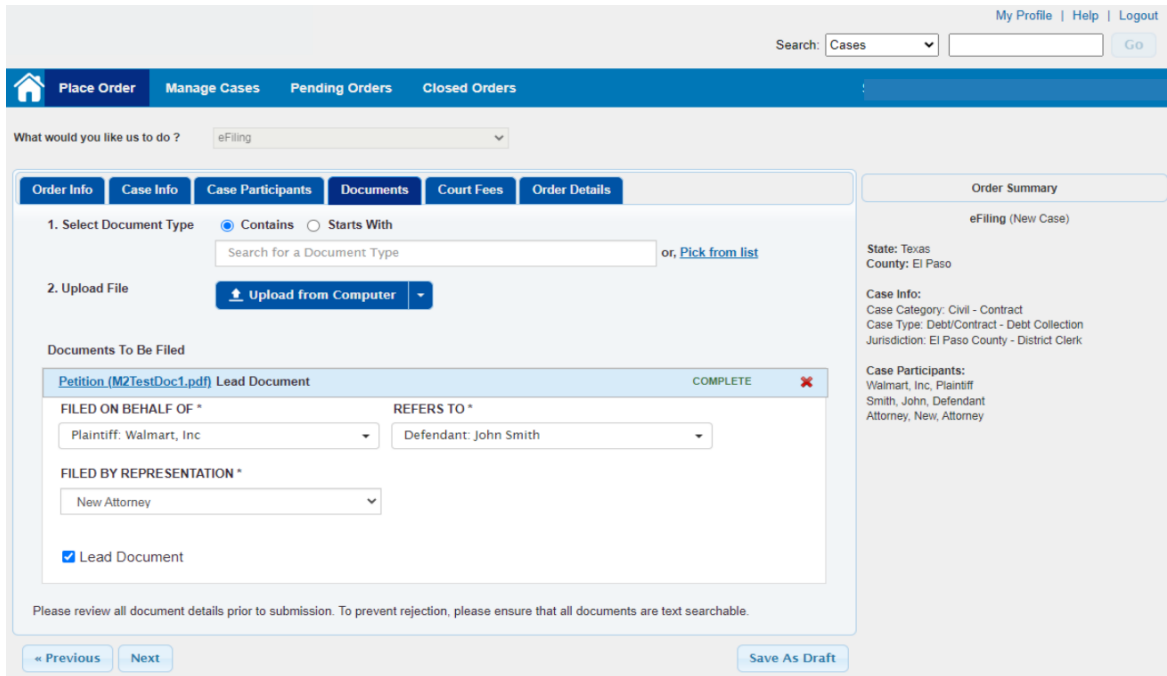
Role:  Type:

Name:  Remaining Characters: 68

Has Alternate Names

Please ensure party information matches the Complaint. Examples:  
"John Doe, an Individual" or "Acme Company, a California Corporation"

- Attach your supporting documents to the filing. You may search by Document Type or select “Pick from list” to view available documents. You may also be asked for additional document information if required by the court.



My Profile | Help | Logout

Search: Cases  Go

Place Order Manage Cases Pending Orders Closed Orders

What would you like us to do? eFiling

Order Info Case Info Case Participants Documents Court Fees Order Details

1. Select Document Type  Contains  Starts With

Search for a Document Type  or, [Pick from list](#)

2. Upload File

Documents To Be Filed

Petition (M2TestDoc1.pdf) Lead Document COMPLETE

FILED ON BEHALF OF \* REFERS TO \*

Plaintiff: Walmart, Inc Defendant: John Smith

FILED BY REPRESENTATION \*

New Attorney

Lead Document

Please review all document details prior to submission. To prevent rejection, please ensure that all documents are text searchable.

< Previous Next Save As Draft

Order Summary

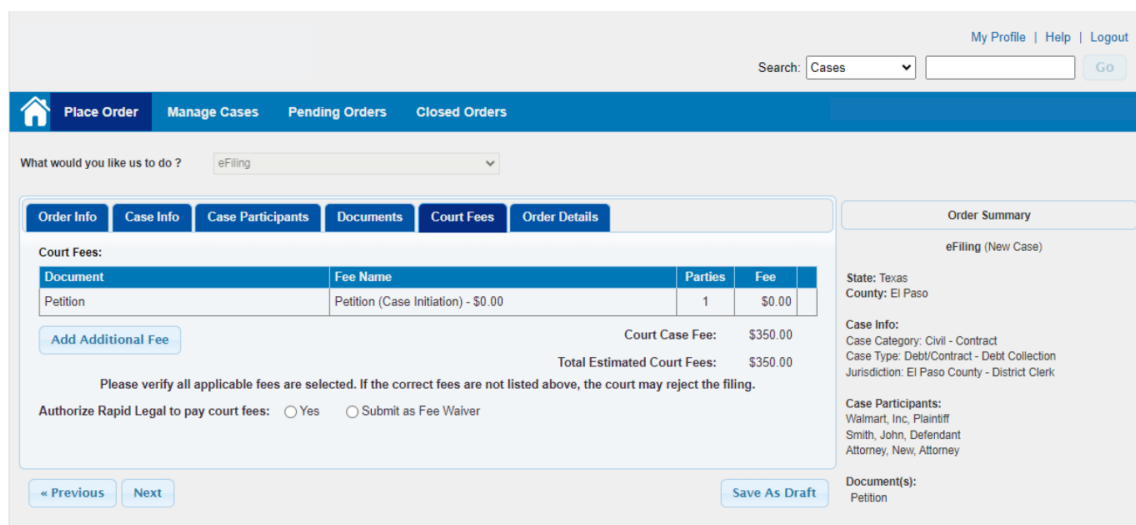
eFiling (New Case)

State: Texas  
County: El Paso

Case Info:  
Case Category: Civil - Contract  
Case Type: Debt/Contract - Debt Collection  
Jurisdiction: El Paso County - District Clerk

Case Participants:  
Walmart, Inc, Plaintiff  
Smith, John, Defendant  
Attorney, New, Attorney

- A summary will be generated to provide you with the “Total Estimated Court Fees” based on the type of documents you selected.



My Profile | Help | Logout

Search: Cases  Go

Place Order Manage Cases Pending Orders Closed Orders

What would you like us to do? eFiling

Order Info Case Info Case Participants Documents Court Fees Order Details

Court Fees:

Document	Fee Name	Parties	Fee
Petition	Petition (Case Initiation) - \$0.00	1	\$0.00

Court Case Fee: \$350.00  
Total Estimated Court Fees: \$350.00

Please verify all applicable fees are selected. If the correct fees are not listed above, the court may reject the filing.

Authorize Rapid Legal to pay court fees:  Yes  Submit as Fee Waiver

< Previous Next Save As Draft

Order Summary

eFiling (New Case)

State: Texas  
County: El Paso

Case Info:  
Case Category: Civil - Contract  
Case Type: Debt/Contract - Debt Collection  
Jurisdiction: El Paso County - District Clerk

Case Participants:  
Walmart, Inc, Plaintiff  
Smith, John, Defendant  
Attorney, New, Attorney

Document(s):  
Petition

**8. Review your order details, provide special instructions to the court clerk, and select who you want to notify about this order. Click “Submit” to complete your order.**

My Profile | Help | Logout

Search: Cases

[Home](#) [Place Order](#) [Manage Cases](#) [Pending Orders](#) [Closed Orders](#)

What would you like us to do ?

[Order Info](#) [Case Info](#) [Case Participants](#) [Documents](#) [Court Fees](#) [Order Details](#)

**Order Summary**

eFiling (New Case)

State: Texas  
County: El Paso

**Case Info:**  
Case Category: Civil - Contract  
Case Type: Debt/Contract - Debt Collection  
Jurisdiction: El Paso County - District Clerk

**Case Participants:**  
Walmart, Inc, Plaintiff  
Smith, John, Defendant  
Attorney, New, Attorney

**Document(s):**  
Petition

**Estimated Court Fees:**  
Total fees: \$350.00

**Your document(s) will be scheduled for Clerk review within 24 hours.**

eFile by Today 11:50 PM for \$7.50 (Court eFiling) \*

\* Prices listed and service times displayed are only an estimate based on the information provided.  
If you need your order processed sooner than the times listed above, please call us at (800) 366-5445.

**Special Instructions to the Court Clerk:**

**Notifications:** Check box of person(s) you would like to notify of status updates.

Michael Jones

By submitting this order, it is understood and agreed that you are authorizing Rapid Legal Inc. to ACH debit the bank account or charge the credit card on file for the total amount of fees charged by Rapid Legal (including any statutory court or witness fees).

Pursuant to CRC 2.251(b)(1)(C), by submitting this electronic filing order it is understood and agreed that you consent to receive electronic service at the electronic service address provided. [Click here](#) to view our updated Terms of Service.

[Order Info](#) [Case Info](#) [Case Participants](#) [Documents](#) [Court Fees](#) [Order Details](#)

**Thank you for your order(s)**

Your order number(s): **2131774**

You can print the Order Confirmation and/or Routing Pages by clicking the appropriate Print button.

If you would like further assistance, please contact our Customer Support at (800) 366-5445 Monday - Friday between the hours of 8:00 AM – 5:30 PM Pacific.

## Frequently Asked Questions

### 1. What filing types are supported?

Both case initiation and subsequent filings are available.

### 2. What case categories/types are available?

Texas eFilings will support the following categories (varies by county):

- Appellate
- Civil
  - All Other Civil Cases
  - Contract
  - Employment
  - Injury or Damage
  - Other Civil
  - Real Property
  - Related to Criminal Matters
  - Tax
- Criminal
  - Felony
  - Juvenile
  - Misdemeanor
- Family
  - Family - Child Relationship
  - Family - Judgment Actions
  - Family - Marriage Relationship
  - Family - Other Family Law
  - Family - Parent Child Relationship
  - Family - Post Judgment Actions
  - Family - Title IV-D (OAG Use Only)
- Felony Bond Forfeiture
- Misdemeanor Bond Forfeiture
- Multi-District Litigation (MDL)
- Probate
  - Guardianship
  - Other
  - Title IV-D (OAG Use Only)

**3. Which courts are supported?**

We expect eFiling to be available for all 254 Texas counties.

**4. Will Expert Review be available by Rapid Legal?**

No. Expert Review is only available for California courts currently.

**5. Can I file and serve in Texas?**

Yes. Using Rapid Legal's portal, customers can submit eFile and serve orders in Texas.