Updated Reasons for Rejections in the Supreme Court of Texas 9079 Misc. Docket 14-9079

Your document will be rejected for the following reasons:

1.) **Insufficient fees-** If you fail to pay the correct amount of filing: **$272, $247 or $267** your document will be rejected. If you over pay when requesting issuance or copies your document it will also be rejected as the amount is taken off the credit card as charged and paid in whole. We cannot change the amount because as you submit it there is a hold already placed on your credit card.

2.) **Insufficient funds-** If your credit card is declined or has a payment process error the document will be rejected. **Also, for your information Dallas County does not currently accept American Express, or Discover cards**. Therefore if you pay with these payments your filing will be rejected.

3.) **Document Addressed to Wrong Clerk- (Wrong Jurisdiction)** If you file your document with the wrong Jurisdiction your document will be rejected. Please ensure that you are filing with the right court when you submit your document.

4.) **Incorrect/Incomplete Information-** If the document has the incorrect information or incomplete parties the document will be rejected.

        Examples of Incorrect/Incomplete Information:

        Incorrect Cause Number, Case Type, Case Category, Filing Code and Party Names on Document

5.) **Incorrect Formatting:** If the document is incorrectly formatted it will be rejected.

        Examples of Incorrect Formatting:

        a.) **By rotating the document so that the file mark will appear in the upper right hand corner, the document cannot be submitted upside down or sideways.**
        b.) **In text searchable PDF (OCR)**
        c.) **Directly converted to PDF if possible**
        d.) **With a 300dpi (dots per inch) resolution**
        e.) **With no embedded fonts**

6.) **PDF Documents Combined (Multiple Filings) -**If you have submitted multiple documents for filing in a single PDF. You cannot have multiple pleadings in one filing they must all be lead documents to receive the file stamp.

7.) **Illegible/Unreadable-** If the documents submitted are not legible or readable we will reject the document. Please ensure you have scanned the document in 300dpi resolution.

8.) **Sensitive Data-** All information should be redacted by the filer, if the filer has not redacted the information it will be rejected.

    Examples of Sensitive Data: Driver's License number, Social Security Number, Passport Number, Tax ID Number, Government Issued ID Number, Bank Account Number, Credit Card Number, Financial Number, Home Address and Name of any person who was a minor when the suit was filed.