ELECTRONIC FILING

(E-FILE TEXAS)

LOCAL RULE

JUSTICE COURT
PRECINCT THREE, PLACE ONE
OF
DALLAS COUNTY, TEXAS

EFFECTIVE DATE: OCTOBER 12, 2026

LOCAL RULE ON ELECTRONIC FILING

DALLAS COUNTY

JUSTICE OF THE PEACE

PRECINCT THREE PLACE ONE

IMPORTANT NOTICE

Effective October 12, 2026, Dallas County Justice of the Peace Precinct Three Place One will implement rules for electronic filing of civil cases.

1. All documents must be in PDF format.
2. Filings of 5 or more must be filed electronically.
3. Case information should be entered in all CAPITAL LETTERS on the eFile envelope.
4. A complete address is required for all parties to the case.
5. Pleadings must include the filer's contact information, including an email address, in the signature block.
6. All documents must be signed electronically and include:
   a. A "/s/" and name typed in space where signature would otherwise appear OR
   b. an electronic image or scanned image of signature or a handwritten signature.
7. Multiple pleadings may not be combined into one document.
8. Separate pleadings (military affidavit, last known address, etc.) and ALL exhibits/appendices must be filed as separate lead documents from the main pleading.
9. Documents may not contain any security or feature restrictions, including sensitive data settings. Sensitive data as defined under Rule 21c of the Texas Rules of Civil Procedure must be redacted before documents are filed.

ENVELOPES NOT ADHERING TO THESE GUIDELINES MAY BE REJECTED.

Dated: October 12, 2026

JUDGE ADAM M. SWARTZ
JUSTICE OF THE PEACE
PRECINCT THREE PLACE ONE
DALLAS COUNTY, TEXAS

