

RULES FOR GILLESPIE COUNTY COURT AT LAW

PLEASE KEEP THIS FOR YOUR INFORMATION

1. REQUESTS for Settings, Orders and Judgments may be emailed, faxed or mailed to the Gillespie County Court at Law Court Coordinator, Kristie Pressler:

Email: kpressler@gillespiecounty.org and/or courtatlaw@gillespiecounty.org

Fax: (830) 307-3783

Address: Judge Christopher G. Nevins
101 W. Main St., Mail Unit 1, Room B-105
Fredericksburg, Texas 78624

2. Please mail a stamped, self-addressed envelope to the County Clerk when requesting copies to be file-marked and returned to you.
3. The Clerk's Office WILL NOT CONFORM your copy of a setting, order, judgment or decree. We will mail or email you a copy or a certified copy of the original after the presiding judge signs same.
4. TO SCHEDULE HEARINGS OR TRIAL DATES
 - YOU must request the hearing or trial date. You may contact the Court Coordinator by email at kpressler@gillespiecounty.org to request dates for the hearings/trial.
 - YOU are responsible for providing the Order setting the hearing/trial to the Court. If you do not know how to create an Order, please contact the Court Coordinator. Until the presented Order is received by the Court Coordinator, it will not be placed on the Court's docket. Delay may result in losing the hearing date.
 - FOR ATTORNEYS AND ALL PRO SE PARTIES, you must confer with opposing counsel/party(s) for an agreed date prior to presenting an Order to set a hearing/trial.
5. Please note the office hours to the public for the County Clerk's Office are:
8:00 a.m. to 4:00 p.m. Monday - Friday
If you require a filing fee, please come to the office before 3:30 p.m.

If you have any questions, please contact:

LINDSEY BROWN, COUNTY CLERK
(830) 997-6515
Gillespie County Courthouse
101 W. Main St. Mail Unit 13, Room 109
Fredericksburg, Texas 78624