

RULES FOR GILLESPIE COUNTY--216TH DISTRICT COURT

"PLEASE KEEP THIS FOR YOUR INFORMATION"

"THIS APPLIES TO "ALL" GILLESPIE COUNTY CASES"

JUDGE PATTILLO IS IN "GILLESPIE COUNTY" ONLY

"ONE" WEEK A MONTH. therefore, we do not hold Orders to be presented to the Judge. The "Blank" Orders will be returned to your office in order for you to forward them to the Judge in Kerrville.

** PLEASE NOTE THE FOLLOWING:**

1. REQUESTS for Settings, Orders, and Judgments are to be mailed DIRECTLY TO:

Judge Albert D. Pattillo, III
216th District Court
Kerr County Courthouse
700 Main Street
Kerrville, Texas 78028
830-792-2290 PHONE
830-792-2294 FAX

(Court Coordinator for Judge Pattillo is: CHRISTINE McENTYRE

2. Please mail a stamped, self-addressed envelope to the District Clerk when requesting copies to be file-marked and returned to you.
3. This office **WILL NOT CONFORM** your copy of a setting, judgment or decree. We will mail you a copy or a certified copy of the original after the presiding judge signs same.
4. Please note the office hours to the public for the District Clerk's office:
8:00 a.m. to 5:00 p.m. Monday thru Thursday
8:00 a.m. to 4:00 p.m. on Friday
(My office is opened during lunch)

****Our deposit for the day is closed at 3:30 p.m. If you are filing a new case or documents that require a filing fee, please be in my office before 3:30 p.m.****

5. If you have any questions please contact me at the following address:

McKENNA MONK DISTRICT CLERK
Gillespie County Courthouse
101 West Main Street, Room #204
Fredericksburg, Texas 78624 830-997-6517