Wise County Clerk Criminal E-file Frequently Asked Questions:

Q: Will you reject my paper recording on January 1, 2019?

A: Any documents received by mail that are postmarked prior to January 1, 2019 will be accepted under current paper filing procedure. Any documents postmarked January 1, 2019 or later will be rejected and returned to the filer for e-filing. Any documents hand-delivered for filing on January 1, 2019 or later will be rejected and you'll be required to E-file the documents.

Q: What if I can't find my case when I'm searching electronically?

A: Do a case search and enter Case Number, Search by County/Court and "Go". The "advanced search" allows you to enter case type. Because of JCIT Standards the case type may have been made more specific in Odyssey and you may not find it as your searching it.

Q: Will the $2.00 Local Optional Efile Fee be assessed on Criminal Cases?

A: Yes, the $2.00 Local Optional Efile Fee will be assessed on all transactions and will expire August 31, 2019.

Q: Can I pay for copies of documents via Efile when I efile Criminal documents?

A: No. Criminal Efile is not configured to assess/collect optional services costs.

Q: Do I have to sign all documents?

A: An electronic signature (i.e., /s/ John Doe) or scanned handwritten signature is acceptable. (Rule 1.4(a)(1) Proposed Statewide Rules governing Electronic Filings in Criminal Cases)

Q: Do I have to include an email address on every document?

A: Yes (Rule 2.5 Proposed Statewide Rules governing Electronic Filings in Criminal Cases)

Q: How do I get signed copies of my documents after approval/order?

A: A signed copy of the document will be emailed to you by the deputy clerk.

Q: Do "Proposed Order" have to be filed as a separate filing code?

A: Yes, please.

Q: What do I do if I need additional technical assistance?

A: Go to www.efiletexas.gov or call (855)839-3453 (7A-9P) M-F for technical support of the Efile site.